

HIALEAH GARDENS MIDDLE SCHOOL Title I, Part A Parental Involvement Plan

I, Maritza D. Jimenez, 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

9-30-16
Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response:

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: Hialeah Gardens Middle School is dedicated to keeping parents fully informed about all existing programs and offerings with the intent of maintaining lines of communication open and parents involved in all school related functions. Aside from the Community Involvement Specialist who serves as the liaison between the school and parents the school has the following initiatives in place:

Parent Resource Center, Flyers which communicate up and coming events, electronic announcements, scheduled parent meetings which cover a variety of topics geared towards parent interest and needs, alternate to suspension program which involves parents in this process, counselors which communicate with parents on a diversity of issues, tours of school (upon request and we encourage parent volunteers which closely with our school.

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	Alternate To Suspension Program	Students who perform an infraction are disciplined in a progressive system. One of the programs which we offer is the Alternative to Suspension. This program is a coventure with the High School. Parents must attend with their child and they meet with the Trust Counselor at the High School for three sessions. We receive a report indicating who participated for the given week.
2	Parent Portal	Our Community Involvement Specilist trains parents on how to access the web site and access student information.
3	i-Ready	Students log onto i-Ready three times a week for 45 minute sessions if they are Tier 3. Tier I students would log on for one fourty five minute session. Increase parental awareness of program and student participation.
4	Community Outreach	Counselors inform parents of programs outside of the school which help students with various situations.
5	Connect Ed	Our electronic connect ed system informs parents about the various programs, offerings and events which are available to students and families.
6	Parent Resource Center	This center provides parents with a variety of information and resource information.
7	Data Chats	Parent, staff and student meetings discussing student data and areas of need and emphasis.
8	Binlingual Outreach Program	Schedulaed meeting for parents disscussing topics of importance for student achievement.
9	Attendance Review Committee	Counselors, attendance clerk, CSI representative, and selected administration review attendance daily and make daily telephone calls to parents.

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	Parent initial meeting in preparation for "Parent Compact " review and annual meeting.	Community Involvement Specialis, Administration	August 26th, 2016	Sign In sheets and agenda.
2	Preparation for Annual Parent Orientation Meeting	Community Involvement Specialist and Administration	September 20, 2016	Prepare materials for dissemination to parents advertising upcoming events including the Opening of School.
3	Disseminate flyers advertising upcoming events.	Specialist and Administration	September 16th, 2016	Flyers
4	Connect Ed advertising upcoming events.	Administration and Community Involvement Specialist	September 16th, 2015	Logs, sign in sheets and agenda.
5	Annual Parent Orientation Meeting.	CIS, selected staff, students, administration	September 20, 2016	Agenda, Logs
6	Parent evaluations of programs and school.	Community Involvement Specialist	September 20, 2016	Evaluations submitted
7	Parent Academy Meeting/The Parent Portal	Community Involvement Specialis and Title Facilitator	September 28, 2016	Sign In sheets and agenda.
8	Parent Academy Meeting/ the Florida Standards Assessment	Community Involvement Specialis and Title I Facilitator	October 26, 2016	Sign In sheets and agenda.
9	Parent Academy Meeting/ Beating the Stress in Our Lives	Community Involvement Specialis and Title I Facilitator	November 30, 2016	Sign In sheets and agenda.
10	Parent Academy Meeting/ Parent Rights and Responsibilities	Community Involvement Specialis and Title I Facilitator	January 25, 2017.	Sign In sheets and agenda.
11	Parent Academy Meeting/ School Choice and Parental Options	Community Involvement Specialis and Title I Facilitator	May 10, 2017	Sign In sheets and agenda.

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 school has a variety of parent informational meetings planned which include: M-DCPS Annual General Informational Title I Meeting (September 20th, 2016), Parent Portal Training (September 28, 2016) and on an as need basis. Additionally, four Parent Academy scheduled meetings include: The Florida Standards Assessment (October 26, 2016), Beating the Stress in Our Lives, (November 30th, 2016), Parents Rights and Responsibilities (January 25, 2017), School Choice and Parental Options (May 10th, 2017); Ongoing Parent Portal Sign On assistance provided as needed. The Parent-Teacher Conference are scheduled on Monday and other Communications include: KidCare, How to Enroll your Children in the State Insurance Program and The New Florida Standards. The meetings are usually held at 3:00 p.m. in the afternoon in the Media Center. EESAC meetings are held from 4:30 p.m. until 5:30 p.m. in the media center. PTSA meetings are held from 5:30 p.m. until 6:30 p.m. following the EESAC meetings.

Our Community Involvement Specialist makes home visits ;as well as, our Team Leaders coordinate meetings with parents and teachers in the mornings.

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	The Title I Administration Parent Involvement Monthly School Report and the Title I Parent Involvement Monthly Activities Report are used to coordinate and plan the year's parent involvement activities, and identify barriers to greater participation.	Title I District Supervisor, Principal, CIS	It provides training, information, and support services that strengthen the relations between parents and the school in meaningful ways that improve academic achievement.	on a monthly basis	as evidenced by increased achievement in standardized test scores
2	The school's Parent Survey Compilation of Results is analyzed and used to amend the Title I Program and the Title I PIP at the school site for the current year.	Principals, CIS	It provides training, information, and support services that strengthen the relations between parents and the school in meaningful ways that improve academic achievement.	throughout the school year	as evidenced by increased achievement in standardized test scores
3	The Title I CIS school site on-going meetings/workshops for parents.	Principals, CIS	It provides training, information, and support services that strengthen the relations between parents and the school in meaningful ways that improve academic achievement.	throughout the school year	as evidenced by increased achievement in standardized test scores.
4	Data Chats, Parent Conferences	Principals, Teachers	Students awareness of academic findings assist students in understanding their area of need.	throughout the school year	as evidenced by increased achievement in standardized test scores.
5	EESAC/SAC meetings	Principal, EESAC Chairperson, EESAC voting members	Awareness of Sip procedures updates, and assessments.	on a monthly basis and as needed for updates to the parents and community	as evidenced by increased achievement in standardized test

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	Principal and Assistant Principal PD sessions	North Region Leadership	Increase knowledge of new initiatives, programs, curriculum and implementation requirements of State, District and School Site initiatives.	Monthly	Increased awareness as evidenced in My Learning Plan process and implementation of required processes.
2	Opening of School Staff Professional Development on the Deliberate Practice Growth Target (DPGT) training and Opening of School Data review and school wide procedures.	Principal and Assistant Principal	Increase understanding of the DPGT process, importance of data disaggregation, State Standards and program utilization with fidelity.	August 18th/19th, 2016	Sign in sheets and agenda.
3	Service Learning at HGMS	Professional Development Team	Increase teacher skills utilizing collaboration and shared best practices will positively impact student achievement.	August 30th, 2016	Sign in sheets and agenda.
4	Title I Training	Principal, Assistant Principal and Professional Development Presenters./Coordinators	Increase knowledge base of Title I filing system and parent outreach.	September 13, 2016	Sign in sheet and acquisition of filing system.
5	Building a Collaborative Culture	Professional Development Team	Verticle and horizontal alignment of Best Practices increase the opportunities for students to achieve mastery in areas of common curricular concern.	September 29, 2016	As evidenced by increased achievement in student assessment and participation in Title I student scheduled activities such as, Chess, tutoring and pull out sessions.
6	Florida Standards by Discipline	Professional Development Team	Increase student understanding of the Florida Standards which	November 8th, 2016	As evidenced by the sign in sheets and agenda.

			they will be assessed on.		
7	Building a Collaborative Culture	Professional Development Team	Building a Collaborative Culture	February 16th, 2016	As evidenced by the sign in sheets and agenda.
8	Building a Collaborative Culture	Professional Development Team	Building a Collaborative Culture	March 16, 2016	As evidenced by the sign in sheets and agenda.
9	Building a Collaborative Culture	Professional Development Team	Building a Collaborative Culture	May 18, 2016	As evidenced by the sign in sheets and agenda.

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: Hialeah Gardens Middle School has established a Resource Center which is located in our Media Center. Secondly, the Community Involvement Specialist, provides training and access to the parent portal for anyone who does not have a computer; as well as, making available a variety of information to the parents on an as need basis. Additionally, we have an active parent volunteer team which is seen often at the school site. Prior to conducting any meeting we send flyers home advertising the event and we use Connect Ed to inform parents to attend scheduled parent informational meetings. Finally, we have an established PTSA unit.

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: The school provides parents of participating children a variety of modes of communication which keep parents informed and current on events at the school site. The following are examples:

The school web site maintains a calendar of events current, teacher contact information, three teachers arrange for teacher parent conferences, the Attendance Review Committee (ARC) keep parents involved about any attendance issues concerning students, the Community Involvement Specialist (CIS) assist parents with parent portal (access student information), the CIS arranges for scheduled parent informational meetings throughout the whole year, CIS makes home visits, Connect-Ed is used systematically to inform parents and guardians of up coming events (spanish and english), and flyers in spanish and english are sent home to announce a variety of events.

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: Hialeah Gardens Middle School will provide full opportunities for participation in parental involvement activities for all of our parents. All parent workshops and communications sent home are provided in both English and Spanish for parents with limited English and Spanish and are available in an alternative format upon request.

Activities are sent home via flyers and/or Connect-Ed notifications to inform parents of various events and to provide important messages. These Connect-Ed messages are sent out in both English and Spanish. Additionally, the school provides a variety of parent outreach meetings and monthly informational meetings.

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:
☒ Not Applicable

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	Additional Parent Activities	24	1443	Increase parent participation and broaden knowledge of school activities and organization.
2	Attendance: Parent Advisory Council (PAC)	3	0	Increase parent participation and broaden knowledge of school activities and organization.
3	Attendance: District Advisory Council (DAC)	2	0	Increase parent participation and broaden knowledge of school activities and organization.
4	Attendance: Parent Resource Center	1	195	Increase parent participation and broaden knowledge of school activities and organization.
5	Incomplete Home Visits (Without signatures)	11	9	Increase parent participation.
6	Home Visits (with signatures)	11	2	Increase parent participation.
7	CONNECT-ED Telephone Messages	34	34	Increase parent participation.
8	CIS Telephone/E-mail contracts	0	0	Increase parent participation.
9	Parent Surveys collected (On-going)	1	564	Increase understanding of parental needs.
10	Title I Annual Meeting Attendance	1	213	Increase parental awareness of program and student participation.

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	Deliberate Growth Practice Training	2	67	Differentiate instruction to maximize student achievement.
2	Language Arts CCSS	2	14	Increase information to teachers about this program which will be communicated to all students and therefore expands their knowledge base.

3	Reading Plus	1	5	Increase teacher knowledge base on how to utilize this program effectively will assist all students in increasing their reading skills.
4	Common Core Standards	1	86	Increasing teachers knowledge base about the Florida Standards will enable students to understand and increase knowledge and awareness of expectations with new stands and testing requirements.
5	ThinkGate	1	37	Student assessments with Thinkgate will aide teachers with student data chats and understand student assessment trends in classroom.
6	PLC/System Accreditation (Standards)	1	86	Increased understanding of different schoolsite requirements, student needs, and required outcomes.
7	Gizmo, Language Arts/Mathematics/Science/Reading/Electives	1	37	Student exposure to a multi faceted technology rich program and increased knowledge base for students.
8	Data/School Improvement Plan	1	37	Increased awareness of data trends, student/ grade level and departmental trends.
9	Wellness	1	67	Healthy teachers and healthy students equal successful year of student learning.
10	School Improvement Plan	3	70	Teachers understanding of School Improvement initiatives assist students in increasing success in areas of focus.
11	Rethinking School Discipline	1	1	Improve student discipline
12	Cambridge	1	2	Increase communication on the educational components of the Cambridge program.
13	Hispanic Heritage Education Advocates Training	1	1	Increase staff and student awareness of the contributions of the Hispanic population.
14	Reconstruction Era Facing History	1	1	Increase awareness of changes pending in the Social Sciences as they impact student studies in the area of Social Studies.
15	ABOTA/ Trial Lawyers for Civic Education	4	3	Implication to our Law

				Academy and Law studies.
16	Science ICAD Middle Session I North Region	4	1	ICAD implications in the area of Science
17	Transform Teaching and Learning with Center Based Instruction	1	1	Increase teacher knowledge on Center Based Instruction
18	Intensive math Tablet Training	1	1	Increase teacher knowledge on Tablet usage.
19	Ethics Training Workshops	1	1	Increase importance of "Ethics" awareness
20	Standards Based Instruction in ELA	1	2	Increase teacher awareness on FSA- ELA standards.
21	Digital Learning Day-Planning for Project Based Learning and Assessing for Learning	2	3	Increase teacher knowledge of digital learning.
22	3R's to Bullying prevention for students with ASD; Recognize, respond, report.	1	1	Increase knowledge base of staff on the importance of bullying prevention.
23	Inside Edge Initial Training	1	4	Increase student learning for students in need of intensive remediation.
24	Health/ Human Growth and Development Workshop	1	1	Increase teacher and student knowledge on the importance of health and human growth and development.
25	Framework for best Practices: "Use your standards".	1	1	Increase understanding of the correlation between State Standards and best practices.
26	Planning for Project Based Learning and Assessment for Learning using Edcite	1	2	Increase teacher expertise in utilizing the Edcite tool for student usage.
27	Human Trafficking Forum	1	1	Increase student and staff awareness of the human trafficking dilemma.
28	School Improvement Initiative	1	67	Increase, review and assess School Improvement Initiatives in each discipline with emphasis on cooperative endeavors among peers.
29	Florida Standards Assessment Essentials Grades 6-8 Mathematics.	1	1	Increase alignment of Standards with departmental common planning strategies.
30	Reading Coaches ICAD	3	1	Increase knowledge and implementation of Comprehensive Research-Based Reading Plan.

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	Parents can not attend due to "Work Issues".	Continue to reach out to parents via connect Ed, Flyers, and School events.
2	Sound system in our "Cafetorium" is problematic for large groups.	Accoustics extremely hard for parents or visitors to follow presentations.

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)

count	Content/Purpose	Description of the Activity
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