

2017-2018 Howard Middle School Title I, Part A Parent and Family Engagement Plan

I, Robert A. Hensel, 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 parent and family engagement, and will carry out programs, activities, and procedures in accordance with the definition outlined in ESEA.
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parent and family engagement are spent.
- Jointly develop/revise with parents the school parent and family engagement plan and distribute it to parents of participating children and make available the parental involvement plan to the local community.
- Involve parents and family members, in an organized, ongoing, and timely way, in the planning and review, of the school parent and family engagement plan.
- Use the findings of the parent and family engagement plan review to design strategies for more effective family engagement and to revise, if necessary, the school's parent and family engagement plan.
- If the plan for Title I, Part A 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.
- 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.
- 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 has not completed the criteria for state level certification.
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.

Signature of Principal or Designee

Date Signed

Mission Statement

Parents are the first teachers of our students. They are life-long instructors. Preparing, equipping, and educating our parents (teachers) will only strengthen and improve our students.

Involvement of Parents

We will share Title I budget, philosophy, and program at our School Advisory Council (SAC) meetings. These meetings occur the third Thursday of each month at 5 p.m. There will be time allocated each meeting to review, plan, update, etc... on all facets of Title I. Parental input is included in all Title I school-wide decisions and the creation of the Parent and Family Engagement Plan. Parents also have input on the School's Compact. Our SAC meetings' minutes may be reviewed at any time as they will be uploaded to our Title I jump drive.

Our SAC is made up of parents, teachers, community members, and stakeholders. More than 50% of members are parents. SAC members are elected by their group.

Coordination and Integration with Other Federal Programs

We will have two night events during the year to help parents educate their children at home. One will revolve around literacy and the other will revolve around FSA standards/testing.

We will communicate to parents and coordinate services for them with the other Federal Programs listed below:

Home Instruction for Parents of Preschool Youngsters (HIPPY)- helps parents strengthen their children's reading readiness for school

Title I C (migrant)- helps migrant families receive academic support and resources

Title II- staff and faculty members participate in district professional development opportunities

Individuals with Disabilities Education Act (IDEA)- supplemental instruction is shared with parents as they are invited to attend their child's IEP meeting and the MTSS process is followed by all stakeholders

Title II- ESOL- ESOL paraprofessionals are placed in our school to provide students with the appropriate academic support they need to progress in learning a second language

Title I Part A- Our school receives Title I funds based on free and reduced lunch counts. Title I Part A funds are used to provide supplemental instructional materials, equipment, and/or personnel to help students meet the rigorous state standard expectations. Staff development as well as parental involvement trainings and workshops will be coordinated with Title I Part A.

Federal Nutrition Program- guidance identifies families in need and coordinates "Food 4 Kids"- a weekend food backpack program

Title X- Homeless- our guidance department coordinates with our district Homeless Liaison who then provides students and families with resources they need

Annual Parent Meeting

The principal will prerecord a message regarding Title I and all of its facets. Then this message will be broadcasted school wide at our first open house on Tuesday, September 26, 2017. Parents will be able to view it in their student's first period class before they go through our open house.

Flyers and a SkyLert phone message: Open House and our Title I meeting will be sent out on Tuesday, September 5, 2017. Parents and family members will sign in at each first period class documenting participation in our annual Title I meeting. Documentation (sign-in sheets, flyers, and SkyLert message scripts) will be uploaded to our school's jump drive and maintained for monitoring purposes.

Flexible Parent Meetings

Most of our events are at night since the majority of our parents and family members can attend at that time. However, HMS does offer morning meetings for those parents who cannot attend night events. We will even answer specific emails and phone calls regarding questions/concerns. Parent conferences are set up for the mornings for our teachers to have face-to-face meetings. However, telephone conferences can be scheduled at a convenient time where everyone can meet.

Building Capacity

<i>Type of Activity</i>	<i>Person Responsible</i>	<i>Anticipated Impact on Student Achievement</i>	<i>Timeline</i>	<i>Evidence of Effectiveness</i>
Literacy with Love	Angela Ponder-Literacy Coach	Parents will have the resources available to encourage and support literacy development so that students will make gains in reading.	October 11, 2017-5:30-7 pm	Parent Survey
FSA Night	Shameka Murphy-APC	Parents will have the resources, knowledge, and strategies available to encourage and support their student in future high stakes state testing.	January 16, 2018-6-7 pm	Parent Survey

Staff Training

<i>Content Type/Activity</i>	<i>Person Responsible</i>	<i>Anticipated Impact on Student Achievement</i>	<i>Timeline</i>	<i>Evidence of Effectiveness</i>
Effective Use of Volunteers	Mr. Daubenmire-Student Services Manager	Proper use of volunteers in the classroom will additional academic assistance for struggling students which will increase their academic achievement.	August 3, 2017 at 9 a.m.	Administration observations of properly placed volunteers, volunteer and teacher surveys, volunteer sign in sheets
MTSS (Multi-Tier System of Support)	Shameka Murphy- APC	Teachers will be trained in the implementation of the MTSS process. Teachers will have a better	August 3, 2017 at 10 a.m.	Parent conference notes and signatures on MTSS paperwork

		understanding of intervention strategies which should increase skills in reading, math, and writing. Parents will be informed during this process and they will receive additional academic help in order to increase students' skills in reading, writing, and math.		and teacher sign in sheets
--	--	---	--	----------------------------

Other Activities

Night of the Arts (showcases our Fine Arts programs)- spring 2018

Spring Fling (Outdoor Fun event for the Community and Students)- 3:35 p.m. on 4/6

Youth Achievers Dinner (Celebrating the YMCA Youth Achievers Group's year)- 6 p.m. on 5/22

Communication

The school will have information about Title I readily available at the front desk for any parent to review. We will meet monthly and discuss our Title I program during our SAC meetings. We will educate parents about the high stakes testing and standards their children need to meet at an FSA Parent night. If families think the Title I plan is not satisfactory to them, the school will address their concerns on an individual basis. If it cannot be solved/explained, the concern will be brought up at the monthly SAC meeting so the whole committee can improve the Title I plan.

We will purchase student planners for each student to carry to and from school. Parents will then have an effective way to communicate with teachers by writing in the planner and awaiting a teacher response. The planners will have our expectations in them as well.

School and other pertinent information is also posted on our school's website, Facebook page, and Twitter account. Teachers will also communicate to stakeholders via their websites.

Monthly newsletters are sent home with students and posted on the website. Parents are also contacted via telephone throughout the year with news and information.

All communication can be translated in a family's native language as well.

Accessibility

Our facility is ADA accessible. Parents with disabilities are regularly invited to all parental involvement activities, and if support is needed to accommodate a disability, appropriate arrangements will be made.