**2017-2018 NORTH MARION MIDDLE SCHOOL Title I, Part A Parent and Family Engagement Plan**

I, Dawn Mobley, 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 definitions in Section 8101 of 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 school plan to the local community.

· Involve parents and family members, in an organized, ongoing, and timely way, in the planning, review and improvement 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.

· Provide each family with an individualized student report about the performance of their child(ren) on the State assessments. (ESEA Section 1116)

· Provide each family 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.

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| **Signature of Principal or Designee**  | Date Signed |

**Mission Statement**Our primary mission at North Marion Middle School is to find ways of enhancing each child’s learning opportunities. We strive to work collaboratively with parents and families to nurture a love for learning and to help our students become lifelong learners. We believe that each child should be given opportunities to achieve and be successful ad understand active participation by parents and family will help promote this success.

We will work together to establish effective family-school partnerships. School and home must also work together to help ensure our students will achieve and succeed. We are committed to ongoing, two-way, meaningful communication to help facilitate mutual understanding and to stimulate student success.

North Marion Middle School is committed to the success of our students. We will work together with parents to monitor the effectiveness of our Parental Involvement and Title 1 programs and to provide excellence in education. This policy will be promoted by the administrators, principals, and other school staff as we seek active participation by our parents.

**Involvement of Parents**

Parents are encouraged to join and attend SAC/Parent Information meetings in which the Principal and SAC members will collectively develop the Parent and Family Engagement Plan.

The Content Area Specialist will facilitate the implementation of the PFEP, with the on-going support of the administrative team. Evaluation of the PFEP will be on-going and will be conducted during administrative team meetings and at SAC meetings. All parent and family input is valued and documented in SAC meeting minutes. These minutes are uploaded to our school’s Title I jump drive and maintained for monitoring purposes.

The SAC is made up of elected administrative team members and volunteers of teachers, parents and community members. All SAC by-laws, and FL statutes are followed when electing members for SAC. **SAC meetings will be held quarterly – on the last Tuesday in September, November, January, and March. The meetings will be held at 4:30 pm, in order to allow more community members to participate**

The school will provide support for parental involvement by inviting and recruiting parents to join the SAC. **SAC meetings will be held quarterly – on the last Tuesday in September, November, January, and March. The meetings will be held at 4:30 pm, in order to allow more community members to participate**

**Coordination and Integration with Other Federal Programs**

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| **Program**  | **Coordination**  |
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| Title X: Homeless  | Guidance identifies all Homeless/Migrant students; coordinates with Homeless liaison to meet entire families' physical, social, and academic needs.  |
| Title I, Part C (Migrant)  | Guidance identifies all Homeless/Migrant students; coordinates with Migrant liaison to meet entire families' physical, social, and academic needs.  |
| Title III - ESOL  | The administration will coordinate with Grants & Federal Programs and ESOL Department to identify students. ESOL paraprofessionals are placed in our school to provide students with the appropriate academic support that they need to progress in learning a second language.  |
| Individuals with Disabilities Education Act (IDEA)  | Our school coordinates with the ESE and Student Services Department of Marion County Schools. Supplemental instructional support is shared with parents as they are invited and attend their child's IEP meetings. Teachers and staff will follow the MTSS policies and processes.  |
| 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.  |
| Title II  | Staff and faculty members participate in district professional development opportunities.  |
| Federal Nutrition Program  | Our guidance department identifies families in need and coordinates "Food 4 Kids" - a weekend food backpack program providing nutrition supplements.  |

**Annual Parent Meeting**

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| **Annual Parent Meeting Activity/Tasks**  | **Person Responsible**  | **Timeline**  | **Evidence of Effectiveness**  |
| Develop agenda, handouts, and presentation materials that address the required components. Notify parents of Annual Meeting via all meansConduct meetingMaintain documentation | Administration AdministrationAdministrationAdministration | August, 2017 August 2017-September 2017August 29, 2017September 2017 | Copies of agenda and materialsPicture of marquee, script from Skylert, copy of letter homeParent sign-in sheets, completed parent evaluation formsDocumentation uploaded to school’s Title I jump drive and maintained for monitoring purposes. |

**Flexible Parent Meetings**

**The school’s scheduled Open House and the Annual Title 1 meeting will be held in the evening on August 29, 2017 from 5:30 -7:00. In addition, a variety of parent workshops and SAC meetings will be offered in the evening, and in the morning, to allow parents to attend. This allows many of our working parents to participate.**

**T**he school will also host a variety of parent involvement activities, both in the morning and the evening, to accommodate a variety of work schedules.

**Funds may be used to provide materials to families upon home visits, funds may also be used to purchase books to give to participating students/families, and also purchase items used for the event.**

**Parent conferences are usually held in the mornings; however, parents may elect to request another time that is advantageous to their schedule. The accommodations are made if request is within reason. In addition, the principal has an open door policy in which a parent may request a meeting at any time.**

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**Building Capacity**

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| **Building Capacity Content and Type of Activity**  | **Person Responsible**  | **Anticipated Impact on Student Achievement**  | **Timeline**  | **Evidence of Effectiveness**  |
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| Parent Math Information Night  | Title I Coordinator/Math Lead | Parents are taught strategies so they can work with their students at home. Scores on FSA, and all other district assessments.  | October 19, 2017 @ 5:30 pm | Sign in sheets/ completed Evaluation forms  |
| Reading, writing and Study Skills  | Title I Coordinator  | Students will increase their QWA scores and 8th grade FSA Writing Scores  | September 14, November 9, 2017 & January 18, March 15, 2018 @ 5:30 pm | Sign in Sheets/competed Evaluation forms |

**Other Activities**

Open House for all students will be held in August 29, 2017.

Middle Years Home School Connection is sent to all parents monthly.

STEAM parent nights will be held, however, times have not yet been determined.

**Communication**

**Parents will receive communication via; email, phone call, newsletters, peachjar app located on our school website, and it will also be posted on the school marquee.**

**Parents will be notified one week in advance, both in writing and via the Skylert system. These timely notifications will be translated in both English and Spanish.**

**Teachers will pass out information for the students to take home. Skylert System is sent to notify parents that the information will be send home with their child.**

**Flyers sent home will also be printed in Spanish for those needing it.**

**We will also have an interpreter available at our Parent and Family Engagement activities.**

**Accessibility**

**Our school is ADA accessible school. Skylert calling system has a TTY option that is utilized and any further needs will be accommodated upon request.**

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