

W. R. THOMAS MIDDLE SCHOOL Title I, Part A Parental Involvement Plan

I, Mr. Allen N. Breeding III, 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: Our mission statement, vision, and core values are as follows,

Mission Statement: The mission of W.R. Thomas Middle Community School is to encourage each student to achieve the highest standards in academics, technology, health, fitness, and the arts by creating an atmosphere of excellence that will instill the importance of lifelong learning within the school, home, and community.

Vision: We are committed to provide educational excellence for all.

Core Values: We pursue the highest standards in academic and organizational performance. We build positive relationships through honesty, respect, and compassion, which enhance the self - esteem, safety, and well-being of our students, families, and staff. We foster an environment that serves all students and aspires to eliminate the achievement gap. We honor the diversity of our community by working as a team to ensure the educational success of all our students and recognize that our obligations go beyond our professional responsibilities to promote democratic principles.

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: A major objective of WRTMS is to involve parents in the planning and implementation of the Title I Program and maintain an open invitation to our school's parent resource center in order to inform parents regarding available programs, their rights under No Child Left Behind and other referral services. Parent representatives are an integral part of the Educational Excellence School Advisory Committee (EESAC) which meets monthly and actively provides input relative to the School Improvement Plan and the school's budget. Parents are voted by other parents to participate as representative in EESAC. All parents and community members are welcomed to attend the EESAC meetings. In addition, input from parents may also be collected via conducted surveys, communication logs during parent/teacher meetings, and PTSA meetings. Reciprocal exchange of information from school administration and staff to parents also may include Blackboard Connect messages, letters sent home, school Web site postings, and the Parent Portal.

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	Alternative to Suspension Programs	The school's Parent Academy Coordinator will monitor and assist with the coordination of communication providing information relative to Title 1 that parents need to receive.
2	Parent Academy courses	The school's Parent Academy Coordinator will monitor and assist with the coordination of communication with information relative to Title 1 that parents need to receive.
3	Parent Workshops	Curriculum leaders, administration, and the Student Services Department coordinate and implement informational meetings relative to academic achievement and social well-being of all students.
4	Monthly Calendar	Activities and events will be published monthly by the Activities Director of the school with informational flyers that parents need to have in order to promote parental involvement.
5	PTSA/School Newsletter	PTSA newsletter will be prepared by the PTSA president and emailed monthly to parents with important messages from the school, announcements, and parental involvement opportunities.
6	Parent Resource Center	The CIS will maintain pertinent and updated information for parents to read and access.
7	After School Parent Meet and Greet	Table will be set up an information booth with the assistance of the CIS giving opportunity for parents who are picking their child to access

		information.
8	Website posted Webcasts	Curriculum leaders will prepare a Webcast with important testing information for parents to access.
9	Blackboard Connect Communication	Parents will be kept informed relative to curriculum initiatives, such as Reading Plus, via email/phone Blackboard Connect communications system.
10	EOC Morning Seminar	Mathematics anCurriculum Leader will lead an informational meeting for parents relative to EOC passing criteria and how they can assist their child at home.
11	College Fair	Parents will be invited to attend local college fairs providing information relative to action steps they should be considering during the middle school years.
12	Magnet Fairs	Students and parents will be invited to attend local high school magnet fairs when application window opens beginning on October 1st.
13	Town Hall Meetings	Parents and community members will receive information relative to local town hall meetings to encourage participation and learn about new initiatives.
14	PTSA Membership Drive	Parents will be invited to join the PTSA and participate in quarterly activities to celebrate students' success and increase parental involvement.

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	Title 1 Annual Meeting	Dr. Lourdes Linares, Assistant Principal	September 23, 2014	Sign in sheet/Agenda
2	New Student Orientation	Administrators	August 12-13, 2014	Sign in sheets/Presentation documents
3	Grade Level Orientation	Student Services Dept.	August 25-27, 2014	SCOC Acknowledgement Forms

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: Parent conferences and team meetings will be regularly scheduled before school on Mondays and Wednesdays. Evening parent workshops, PTSA meetings, and intervention programs offered by the Student Services Department will take place after school. However, the Social Worker will be available to conduct home visits during the school day when deemed necessary by the Administration and the Parent Resource Center will remain open during the school day and during community school hours after school.

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	ESOL Seminar	Ms. Iliana Quincosa, ELL Curriculum Leader, and Dr. Lourdes Linares, AP	Increase parental involvement and provide information that will sustain students' academic achievement.	September 2014	Parent sign-in log
2	Parent Portal Workshop	Administrative Team	Increase parental involvement and provide information that will sustain students' academic achievement.	September 2014	Parent CIS sign-in log/PIN forms
3	Parent Academy Workshops	Mr. Jorge Fernandez, Counselor/ Ms. Priscila Oprandi, SSW	Develop an awareness of identifying and dealing with student behavior that will provide a safe learning environment conducive to academic productivity.	September 2014-May 2015	Parent sign-in log/Presentation materials
4	PTSA General Meeting	Ms. Elisa Dean, PTSA President	Increase parental involvement and provide information relative to activities that are budgeted for the year	September 16, 2014 ongoing monthly	Agenda and sign-in log
5	Volunteers Campaign	Dr. Lourdes Linares, AP	Develop a program to increase reading time at school and at home using a book exchange lending library.	Ongoing 2014-2015 monthly	Blackboard Connect message results
6	Eighth Grade Articulation/Magnet Fair	Mr. Allen N. Breeding, Principal & Curriculum Leaders	Provide academic information in preparation for high school	December 2014	Parent sign-in log/Program flyer
7	Magnet Program Presentation	Administrative Team/Lead Teacher	Provide community with school choice program options	Oct. 2014-Jan. 2015	Parent sign-in log/Program postcard
8	Curriculum Fair	Curriculum Leaders	Provide incoming 6th grade parents with academic information for a smooth transition into middle school for their child	January 2015	Parent sign-in log/Program
9	Little Free Library	Ms. Victoria Jarrett, Teacher, and Ms. Taytianna Pire-Love	Books housed in the main entrance of the school will be made available for parents/guardians to enjoy when they drop off/pick up their children.	September 2014-June 2015	Book inventory and parental survey by CIS
10	Parent Team Meetings	Grade Level Team Leaders	Parents and teachers will review student progress and discuss strategies to assist students' learning	September 2014-June 2015	Parent/Team Minutes

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	PTSA Meetings	Ms. Elisa Dean, PTSA President	Sharing of information with attending staff members relative to projects and incentive programs that will promote student achievement and effective parental involvement.	August 2014 - May 2015	Increased student participation in tutoring.
2	Opening of School Faculty Meeting	Mr. Allen N. Breeding, Principal	Providing information relative to effective parental involvement and volunteering policy and opportunities to become a volunteer.	August 2014	Faculty Meeting Agenda/Sign-in Sheet
3	Departmental Meetings	Curriculum Leaders	Promoting an increased parental awareness of academic requirements and curriculum initiatives relative to each core subject.	Sept. 2014 - May 2015	Department Meeting Minutes
4	Team Parent Conferences	Team Leaders/Teachers	Providing current effective strategies that may be used at home to increase academic achievement.	Sept. 2014 - June 2015	Team Meeting Minutes
5	Title 1 Informational Meeting	Assistant Principal and CIS	Provide opportunity for parental input relative to school Title 1 budget	Sept. 23, 2014	Meeting 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: The Parent Resource Center (PRC) has a dedicated section of reading materials such as informational flyers, calendars, and brochures. In addition the PRC houses a dedicated computer for parent use and Parent Portal availability. A TV has been installed so that parent informational media may be showcased (e.g., WLRN, and updated school announcements).

A school Administrator and teacher representative will regularly meet with the PTSA board to discuss and prepare activities which will increase parental involvement and provide an opportunity for fundraising to be utilized towards projects geared to increase student achievement and parent involvement. Certified volunteers will assist with the recruitment and training of parents who wish to participate in PTSA activities and functions. Workshops will be scheduled through the Curriculum Leaders to address what parents can do at home to support their child's academic success, such as the annual ESOL Seminar/Informational Meeting and Open House Night.

A school Administrator and teacher representative will regularly meet with the PTSA board to discuss and prepare activities which will increase parental involvement and provide an opportunity for fundraising to be utilized towards projects geared to increase student achievement and parental involvement.

Workshops will be scheduled through the Curriculum Leaders to address what parents can do at home to support their child's academic success.

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: Timely information about the Title 1 programs will be delivered through informational fairs, such as the Annual Title 1 meeting to be held on September 23, 2014. Additionally, region sponsored Feeder Pattern Expo fairs will be held in November 2014 highlighting a variety of program choices parents have in the region's schools from Kindergarten through 12th grade. Description of the curriculum will be made available through the Curriculum Bulletin, hard copies of which are available to parents in the PRC as well as on the school's Web site. Academic testing related notifications and information will be sent home via school letters, flyers, and calendars, as well as telephone Blackboard Connect messages in both English and Spanish. A monthly electronic newsletter will also be prepared in collaboration with the Administration and PTSA. This newsletter will be emailed to all parents whose email will be collected during Open House and throughout the school year. Parents may always request individual or team meetings in order to discuss their children's academic progress as well as the overall progress made by all students as reflected on the School Performance Reports under the Office of School Improvement Web site and the School Accountability Reports under the FLDOE Web site. Through EESAC, parent representatives can contribute to the development of the School Improvement Plan. Additionally, PTSA board meetings provide an opportunity to discuss and share ideas relative to new academic initiatives at the school (e.g., Civics tablet program).

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: All communications from the school, verbal and/or in writing will be translated

routinely in Spanish. Parents with disabilities may request special accommodations which would be secured as needed in a timely manner. All notifications of meetings are made in bilingual format and translation services provided as needed during the meetings with the assistance of bilingual staff and the support of the district Office of Bilingual and World Languages as needed.

The school will record and email messages relative to important notification regarding student report cards, interim reports and recognition programs, such as Honor Roll.

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	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Parents will be identified to become certified volunteers.	Dr. Lourdes Linares, AP	Increased parental involvement will enhance student motivation and support student learning at home and at school.	Ongoing August 2014-June 2015
2	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Through the participation of EESAC parental input for PIP and SIP is sought.	Ms. Amy Peterson, EESAC Chairperson	Goals and strategies with action steps necessary to address barriers to student achievement are developed and monitored using the FCIM.	Ongoing August 2014 - June 2015

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	Title 1 Meeting	1	300	Parents were provided with key information relative to accessing the parent portal and available services and information to help with their child's academic progress throughout the school year
2	ESOL Evening Meeting	1	60	Parents were provided with FCAT and CELLA information to help students at home to build testing taking skills
3	Team Conferences	120	450	Parent and Teacher conferences led to increase student achievement as a result of identifying areas of weakness and providing strategies to assist students overcome learning barriers
4	FCAT podcast	1	525	Parents viewed and discussed recorded podcast and signed acknowledgement form indicating they had reviewed strategies with thier child

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	Opening of School Meeting	1	52	Parental involvement policy and best practices were discussed with staff to foster a positive relationship with parents and students throughout the school year
2	CIS Meeting	1	1	CIS received information relative to DAC and PAC in order to keep parents informed of important Title 1 information
3	Five Star Meeting	4	13	Parents, Teachers and Administrators met to discuss and provide evidence of parental involvement activities that were held during the school year
4	Volunteers Training	1	30	New volunteers received a mini-orientation from the CIS relative to responsibilities and collaboration

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 current 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 have to travel further having chosen a school of choice outside their home school attendance boundary, making it difficult to attend some school events.	Parents are provided with various times and days in order to access school personnel to assist their child.

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
1	Effective Communication	Blackboard Connect Messages in English/Spanish
2	Building Capacity of Parents	Workshop to assist parents with Parent Portal access
3	Effective Communication	Monthly calendar, flyers, and personal after school "Tiger Tea Talk" arranged via the CIS.