**Ft. King Middle School Title I, Part A Parent and Family Engagement Plan 2018-2019**

**Mission Statement**

*Our primary mission at Ft. King 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 and 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.*

*Ft. King Middle School is committed to the success of students. We will work together with parents to monitor the effectiveness of our Parental Involvement and Title I 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*

**Describe how the parent and family engagement plan is a shared responsibility**.

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| *Our school has a School Advisory Council (SAC) consisting of parents, community members, and school staff. All parents are encouraged to become members of the SAC. Information about SAC is sent out to families by School Newsletters, SkyLert phone messages, and other appropriate means.*  *Members of the SAC will be determined by the balanced representation of the ethnic, racial, and economic community served at Ft. King Middle School. More than 50% of the SAC are parent (non-employee) representatives.*  *The SAC meeting reviews and makes revisions to the School Improvement Plan, the Parent Involvement Plan and the School Compact each year. SAC members will have input on how Title I and Parent Involvement funds should be used at Ft. King Middle School.*  *The Local Education Agency (LEA) has a District Parent Involvement Review Committee. School Advisory Council (SAC) chairpersons from each of the Title I schools and other involved parents along with School Parent Liaisons, Community Leaders, Title I Parent Involvement staff, and Title I Instructional Support Personnel make up this committee. The DPIRC brings recommendations to our school to help in planning for meaningful family engagement and parent involvement opportunities.* |

**Describe how the parent and family engagement will assist in providing high quality instruction for all learners**.

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| Teachers will communicate on a regular basis with parents as a requirement if students are having trouble academically or behaviorally. Communication with a parent before a situation gets to a discipline referral stage will allow the family to intervene before their child is suspended or receives a discipline referral. In addition, when a family has a chance to work with a child before they receive a referral, it builds trust between the school and the family. |

**Engagement of Parents**

Describe how the school will engage the parents and families in an organized, ongoing, and timely manner, in the planning, review and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used.

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| Parents are always welcome to attend FKMS SAC meetings. The SAC meetings, usually monthly, are advertised in advance. Title I programs are reviewed and planned in the SAC meetings, as well as how funds for Title I are used. Parents are encouraged to attend FKMS SAC meetings to help in making decisions to better serve all students and families. |

**Coordination and Integration with Other Federal Programs**

Describe (*in the table below*) how the school will coordinate with other federal programs and integrate parent and family engagement activities that teach parents how to help their child(ren) at home.

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| 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 I Part C (Migrant) | *The administration will contact the Migrant Department of Grants & Federal Programs office. This office will provide academic support to the students and help families with resources they may need.* |
| Title I Part D (Neglected & Delinquent) | The administration will coordinate with our Title I office who will provide the students and families the resources and support they need. |
| Title II | *Staff and faculty members participate in district professional development opportunities.* |
| Title III - ESOL | *The administration will coordinate with Grants & Federal Programs, 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.* |
| Title IV Part A |  |
| Title IV Part B (21st CCLC) | n/a |
| Title IX Part C - Homeless | *The administration will coordinate with our District Homeless Liaison who will provide the students and families the resources and support they need.* |
| Home Instruction for Parents of Preschool Youngsters (HIPPY) | n/a |
| Individuals with Disabilities Education Act (IDEA) | *Our school coordinates with the ESE, Student Services Department of MCPS.*  *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.* |
| Voluntary Pre-Kindergarten Program | n/a |

**Annual Parent Meeting**

Provide a description of the specific steps the school will take to conduct the annual meeting to inform parents and families of participating children about the school’s Title I program.

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| An Annual Parent Meeting will take place on August 10, 2018 to inform parents and families about the school’s Title I program. Parents will be invited by a Skylert invitation, as well as a message posted on the school’s Marquee. |

Provide a description of the nature of the Title I program that is shared with parents (school wide or targeted assistance).

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| The parents will be given an agenda explaining the use of the funds as both school wide and targeted assistance. Parents will see that three teachers are funded with Title I funds to provide both Intensive Reading and Intensive Math classes to all students in grades 6-8 that are non-proficient in either subject. The parents will also see that the funds for the teacher units are also utilized to reduce class sizes in both math and ELA classes throughout the school. Parents will be informed that a Literacy Coach is funded with Title I funds to provide PD for all teachers, which provides better instruction for all students at FKMS. Parents will see that any remaining funds, after paying for additional staff, will go to fund technology, i-ready Math access, resources, and basic materials for teachers. |

Provide a description of how the meeting will cover yearly progress, school choice, and the rights of parents.

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| The agenda will provide a description of the school’s progress over the last year towards the previous year’s goals. Parents will be provided school choice and parent rights at the annual meeting. |

**Flexible Parent Meetings**

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening.

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| * *The school’s scheduled orientation, open house, and the Annual Title 1 Meeting are held in the evening or well-advertised in advance, which allows many of our working parents to participate.* * *Parent Training and Family Engagement Workshops are presented in the day and at evening. Refreshments or a light meal is provided at each of these trainings/workshops. This allows busy parents to participate without missing work or having to prepare a meal for the family before coming to a school event. Childcare is also available for those who are in need of this service. .* * *SAC meetings are scheduled at a time convenient to the SAC members. This will be voted on during the first SAC meeting in September.* * *Student award ceremonies are presented during the evening and advertised in advance, allowing working families to attend.* * *The Media Center is open before and after school hours for parents to participate in the book fair and use the school computers, when needed.* * *Parent-Teacher conferences are scheduled at various times, convenient for parents and families as well as for teachers.* |

Describe how will the school provide, with Title I funds, transportation, childcare or home visits, as such services relate to parent and family engagement.

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| FKMS will provide childcare during parent and family engagement events, which will allow families to attend, along with their children attending FKMS. |

**Building Capacity**

Describe how the school will implement activities that will build the capacity for meaningful parent/family engagement.

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| FKMS will build capacity for meaningful parent/family engagement by hosting a Literacy Night in November of 2018 and a Math Night in January of 2019. Our Literacy and Math Coaches will lead the activities to help parents with strategies and resources to assist their children at home with homework and FSA preparation. Parents will learn ways to help their children to become better readers and to read for fun. Parents will learn strategies to help their students solve real world mathematical applications. |

Describe how the school will implement activities that will build relationships with the community to improve student achievement.

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| FKMS is building community relationships to help increase student achievement by teaming with businesses and organizations that serve our students. For example, FKMS now holds our awards ceremonies at the First Assembly of God, which is a beautiful and comfortable venue located near the school. FKMS does not have an auditorium to hold large-scale ceremonies. The partnership with the church allows a comfortable environment to celebrate the successes of our students.  FKMS has teamed with Pediatric Associates of Ocala as a Business Partner in 2018. This partnership is providing funds to help purchase technology for our classrooms, as well as funds to help recognize students for good behavior and academic progress. Our local Zaby’s restaurant has collaborated with FKMS to help provide resources of food for student recognition events, as well as staff luncheons. These partnerships promote student achievement and boosts moral by both students and staff, which helps create a positive culture at the school level. |

Describe how the school will provide materials and trainings to assist parents/families to work with their child(ren).

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| The AVID elective teacher, along with the Literacy Coach, will invite the AVID elective students’ families to the Parent Night to teach them the WICOR strategy so they better understand the strategy being used by their children.  This initiative will help the family’s capacity to help support their child cognitively. The parents will understand the WICOR strategy and be better equipped to help their child with homework and writing assignments across the content areas. All the Core Academic teachers will be using the same WICOR strategy as well, which will assist the parents and students in all of their classes. |

Describe how the school will provide other reasonable support for parent/family engagement activities.

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| Resources provided during any of the parent/family engagement activities will be made available for any families not able to attend. Families may find the resources in our parent resource center located in our media center or may request the materials be sent home with their children. |

**Staff Development**

Provide a description of the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff with the assistance of parents/families, in the value and utility of contributions of parents/families.

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| FKMS will train our AVID staff leading up to the AVID parent night on how to engage the parents in the WICOR activity. The staff will invite the parents using personal phone calls to attempt to have 100% participation in the engagement activity. |

Provide a description of the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, other school leaders and other staff with the assistance of parents/families, in how to reach out to, communicate with, and work with parents/families as equal partners.

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| FKMS will train our AVID staff leading up to the AVID parent night on how to engage the parents in the WICOR activity. The staff will invite the parents using personal phone calls to attempt to have 100% participation in the engagement activity. |

Provide a description of the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, other school leaders and other staff with the assistance of parents/families, in implementing and coordinating parent/family programs, and in building ties between parents/families and the school.

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| The FKMS parent liaison will attend the district liaison training provided by the Title I Office. The FKMS parent liaison will be the staff member trained in inviting our parents to events face to face in our carlines and offices. |

**Other Activities**

Describe other activities (ex: parent resource center) the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren).

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| The FKMS parent liaison will support our parents by keeping the parent resource center updated with resources provided in our Parent Engagement Events missed by families. |

**Communication**

Describe how the school will provide timely information about the Title I programs.

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| Title I programs will be advertised by Skylert messages, marquee messages and via our website. Flyers will also be sent home and given out in our car lines. |

Describe how the school will describe and explain the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain.

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| FKMS utilizes its school website and teacher websites to describe and explain the curriculum at the school and the forms of assessment used to measure student progress and the achievement levels students are expected to obtain. The school sends FSA and EOC parent resources provided by the State to parents annually. |

Describe how, if requested by parents, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren).

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| SAC meetings are held monthly and advertised in advance, which offer parents opportunities to make suggestions and to participate in decisions relating to the education of their children. |

Describe how the school will submit parents/families comments if the school wide plan is not satisfactory to them.

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| Parents are invited to attend FKMS SAC meetings to express comments or to voice concerns about the school or if its plans are not satisfactory to them. The principal has an open-door policy, allowing parents to visit to voice concerns at any time, without having an appointment. |

**Accessibility**

Provide a description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families.

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| All parents will be invited to family engagement activities and any resources provided in the activities will be made available to any families not able to attend such activities. Parent resources will be made available through our parent resource center in our media center. |

Provide a description of how the school will share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand.

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| Parent/Family programs and meetings will be advertised on our website and Skylert messages will be sent to all families. ELL families will receive an invitation from our ESOL paraprofessionals in a language the families understand. |

**Discretionary Activities** *(Optional)*

Describe any activities that are not required, but will be paid for through Title I, Part A funding (for example, home visits, transportation for meetings, activities related to parent/family engagement, etc.).

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| Funds will be used to communicate with families about parent/family engagement activities, as well as to communicate academic progress or needs. A paraprofessional will work one hour per day as a parent communication liaison. |

**Barriers**

Describe the barriers that hindered participation by parents during the previous school year.

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| No major barriers hindered participation by parents in the previous school, but the school could do a better job of inviting parents face to face in our car lines. |

Provide description of the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents/families of migratory children).

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| FKMS will utilize staff members to invite parents personally, face to face, in our carlines, as well as parents visiting our offices in the weeks leading up to engagement events. Adding a personal touch to an invitation will increase attendance and help make parents feel more welcome. |