**OCALI CHARTER MIDDLE SCHOOL Title I, Part A Parent and Family Engagement Plan**

**Mission Statement** *(Optional)*

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

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| To ensure effective parent and family engagement, OCMS provides the following as part of the school policy and family engagement plan: • Training for parents on student learning goals, how to monitor progress, and how to help children. • Training for personnel on how to work with parents. • Coordination of parent involvement activities with other programs. Through these focused activities the family engagement plan becomes a shared responsibility and a living document that focuses on parental needs to ensure success of our children. Parents are encouraged to give their input for the improvement of our Title I programs. Parents can give their ideas several different ways; they can complete parent surveys given during Family Nights, attend parent involvement meetings where our Compact and Plan are reviewed, planned, and improved and volunteer to be part of our SAC committee/Board of Trustees where the use of Parent Involvement funds are discussed and voted on. |

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

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| This plan helps ensure that we provide families with information, materials, and resources to support their child’s learning at home by offering parent workshops that support the high quality instruction provided during the school day. In addition to the parent workshops OCMS is committed to the parent/school relationship and holds communication as a top priority. |

**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 encouraged to attend family nights and provide feedback, attend our SAC/Board of Trustees meetings where Title I funds are discussed, and share ideas and suggestions with staff during parent conferences and/or other school events. |

**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 | OCMS receives support from Title 1 in the form of technical assistance to maintain compliance, parent workshops and trainings, and access to the Title 1 Parent Resource Center. |
| Title I Part C (Migrant) | Translators are available during workshops and conferences. Materials are sent home in native languages. |
| Title I Part D (Neglected & Delinquent) | Under the organization of the district OCMS provides support through district social workers to any neglected and Delinquent students. |
| Title II | Under the organization of the district, the staff will receive professional development training to build capacity for instruction and to empower parents in supporting student achievement. |
| Title III - ESOL | Parents will receive assistance with parent-teacher conferences and translation services at family events. |
| Title IV Part A | N/A |
| Title IV Part B (21st CCLC) | N/A |
| Title IX Part C - Homeless | Under the organization of the district OCMS provides support through district homeless personnel to homeless students. |
| Home Instruction for Parents of Preschool Youngsters (HIPPY) | N/A |
| Individuals with Disabilities Education Act (IDEA) | [Enter text here or N/A] |
| Voluntary Pre-Kindergarten Program | N/A |

**Annual Parent Meeting** *(Stand Alone)*

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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| The Principal will address parents during our literacy event in November, detailing Title I. A parent newsletter, flyers, and SkyLert phone message will also be distributed notifying parents of our Title I meeting. |

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| **Literacy with Love** | **Mr. Elias Posth –Principal** | **Parents will have the resources available to encourage and support literacy development so that students will make gains in reading.** | **November 2018-**  **6-7 pm** | **Parent Sign in Sheets** |

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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| OCMS has found that inviting parents to dinner and intertwining our information in several different ways meeting the needs of school community, is the most effective way to reach our parents. The Title I program that will be shared will be in the form of a power point presentation and will be presented by the principal. Additional information and follow-up will occurs with some interactive games and other informational tools. Dinner provides the team with a casual opportunity to work with parents. This nonthreatening and inviting approach is a win win for all involved and ensures that parent learn important points, get the answers to questions they might have and most importantly build relationships with the OCMS team. |

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

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| The Principal will address parents during our literacy event in November, detailing Title I utilizing a power point that will cover the following: 1. The Title I Program 2. Parents Right to Know 3. Curriculum and Assessment information, 4. Ways parents can be involved, 5. School choice, and the qualifications of their child’s teacher or paraprofessional, 5. Information on if their child is assigned or taught by a teacher for 4+ weeks who is out of field. An interactive learning approach through a BINGO game and dinner menu is utilized for supporting the information provided in the power point presentation. Table centerpieces will be focused on assessment information for the school as a whole. |

**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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| **Most of our events are at night since the majority of our parents and family members can attend at that time. However, OCMS 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 on Wednesdays or after school for our teachers to have face-to-face meetings. However, telephone conferences can be scheduled at a convenient time where everyone can attend.** |

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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| OCMS does not receive a large amount of title one dollars, so our staff serves as child care support in a volunteer capacity to ensure that parents can join us for parent and family engagement activities. Transportation for families is provided on a needs basis. Our school address barriers that hinder parent/family engagement on a needs basis or if requested and when feasible to accommodates those requests. |

**Building Capacity**

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

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| |  |  |  |  |  | | --- | --- | --- | --- | --- | | ***Type of Activity*** | ***Person Responsible*** | ***Anticipated Impact on Student Achievement*** | ***Timeline*** | ***Evidence of Effectiveness*** | | **Literacy with Love** | **Mr. Elias Posth – Content Area Specialist Language Arts/ Principal** | **Parents will have the resources available to encourage and support literacy development so that students will make gains in reading.** | **November 2019-**  **6-7 pm** | **Parent Sign in Sheets** | | **FSA Night** | **Mr. Elias Posth – Content Area Specialist Language Arts/ Principal** | **Parents will have the resources, knowledge, and strategies available to encourage and support their student in future high stakes state testing.** | **January 2019-**  **6-7 pm** | **Parent Sign in Sheets** | |

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

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| OCMS will work with community partners in celebrations of academic and behavior achievements. Business partners provide resources and speakers to enhance the learning environment at the school site. Providing expertise in various fields to support learning at the school. We utilize church resources to support families in need providing food and toiletries. |

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

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| Newsletters with tips, Tips on the website, Homework guide for parents Strategies for parents to use at home Books/reading materials Projects Video clips Information in other languages |

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

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| OCMS is a small school focused on meeting the needs of our students, our parents and our staff. Together they are all important for the success of the children that we serve. OCMS will provide any reasonable support we can to ensure that parents can participate with their child’s education. |

**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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| |  |  |  |  |  | | --- | --- | --- | --- | --- | | ***Content Type/Activity*** | ***Person Responsible*** | ***Anticipated Impact on Student Achievement*** | ***Timeline*** | ***Evidence of Effectiveness*** | | **Classroom Management with Time to Teach** | **Mr. Elias Posth – Principal** | **Teachers will be trained/retrained in the school wide management system. This system will reduce office discipline referrals and increase instructional time. This system also focuses on parent support and behavioral interventios** | **August 2018 @ 2PM** | **Administration observations.** | | **Effective Use of Volunteers/Parents** | **Mrs. Matthews – Executive Director** | **The effective use of parents as volunteers in the classroom will create additional academic assistance for struggling students which will increase their academic achievement.** | **October 2018 @ 2PM** | **Administration observations of properly placed volunteers, volunteer surveys, volunteer sign in sheets** | | **Classroom ESOL Strategies** | **Rebecca Salmeron - ESOL** | **Teachers and staff will be trained in the implementation of research based strategies to support ESOL student and their families.** | **TBD 2018@ 2PM** | **Administration observations and teacher surveys of training.** | | **I-Ready** | **I-Ready Representative** | **Teachers will be trained in the implementation of I-Ready Diagnostics and how to utilize the data that I-Ready provides to empower parents.** | **August**  **2018 @**  **2PM** | **Administration observations and teacher surveys of training.** | |

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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| Every week OCMS students have early release. During these two hours, staff participates in Professional Development activities. The above trainings will focus on how to take instruction from the just the classroom to the home through strong school/home communication and partnership. |

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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| OCMS is at an advantage due to the small size of the school. Building relationships and buy-in from parents/families and the school is a daily focus. The above professional development activities are one example of how the school trains staff to focus on parents. The staff also has a shared communications form that allows all staff members to know in a customer service type product, when and why the parent was last contacted. This facilitates, a balance of interaction both positive and constructive for our parents. |

**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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| OCMS utilizes the website as a tool for interacting with our parents. Announcements, documents, and calendar of events are posted on the website. This year parents will also be able to utilize an app that will give them of the moment announcements and reminders. Parent communications are documented on our shared communications form and parent conferences are conducted to meet the needs of the parents. The school holds evening parent nights for our families. |

**Communication**

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

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| **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 Board of Trustees meetings. . School and other pertinent information is also posted on our school’s website, and Facebook page. Teachers will also communicate to the parents/stakeholders via phone calls, newsletter, emails or teacher websites. 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.** |

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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| **We will educate parents about the high stakes testing and standards their children need to meet at an FSA Parent night. Information about curriculum at the school and forms of assessment is also posted on our school’s website, and Facebook page. Teachers will also communicate to the parents/stakeholders via phone calls, newsletter, emails or teacher websites. All communication can be translated in a family’s native language as well.** |

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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| OCMS is a small school environment with an open door policy. The administration of the school is always available for parents. We have the ability, unlike other schools, to easily set up and maintain a series of meeting, if requested by the parent, to create and strengthen the team approach to their child’s education. |

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

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| **If families think the Title I plan is not satisfactory to them, the school will address their concerns on an individual basis. To include but not limited to an invitation** to speak at our Board of Trustees meeting to discuss their concerns. **If it cannot be solved/explained, the concern will be brought up at the monthly Board of Trustees meeting so the whole board can improve the Title I plan.** |

**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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| **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.** |

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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| **All communication can be translated in a family’s native language.** |

**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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| N/A |

**Barriers**

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

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| During the 2017-2018 school year OCMS had an enormous turnout for participation. Work schedules were noted by a few (3) for not being able to attend. |

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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| When requested OCMS is happy to provide missed information one on one with individual parents. |