

# UMATILLA MIDDLE SCHOOL

## Title I, Parent and Family Engagement Plan

### Part A:

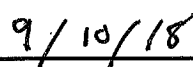
I, Brent Frazier, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; 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

It is the mission of Umatilla Middle School that all students will grow and learn in a positive atmosphere where faculty, staff, parents, and students together are enthusiastic about the teaching and learning process, utilizing data driven instruction and research-based materials and programs.

## 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)].

UMS will involve the School Advisory Council (SAC), which is made up of parents, educators, and community leaders that represent the demographics of the school population. Members are nominated and/or volunteer. Teachers vote on teachers, staff vote on staff, parents vote on parents, and SAC meets as needed. The PIP, Title I Plan/Budget and Compact are shared at the SAC meetings and the members provide input on adding or removing items on these documents to meet the needs of the school population. Both the agenda and minutes of all SAC meetings will demonstrate the decision making process that will take place throughout the school year as it relates to Title 1 funds and program offerings.

## 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	IDEA	Umatilla Middle School collaborates with the District's ESE department to ensure that parents of students with disabilities have the opportunity to participate in family engagement activities such as STEAM Night, Tiger Parent Organization Activities, Extra-Curricular activities and other Academic Nights.
2	Title X	Umatilla Middle School collaborates with the District's Homeless Liaison in the student services department to ensure parents of homeless students have the opportunity to participate in family engagement activities such as STEAM Night, Tiger Parent Organization Activities, Extra-Curricular activities and other Academic Nights
3	Title III	Umatilla collaborates with the Title III Program Specialist to ensure parents of ELL students have the opportunity to participate in family engagement programs and activities such as STEAM Night, Tiger Parent Organization Activities, Extra-Curricular activities and other Academic Nights

## 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	Capacity Building Team Meeting, Advertise/Publicize Flyer sent home, Presentation materials developed / Maintain Documentation, Meeting held on campus	Administration, Family School Liaison	September 18, 2018	Sign-in Sheets, Copy of flyer that was sent home, Copy of presentation materials

## 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:** Umatilla Middle Administration and Capacity Builder Team will meet annually with the SAC for input into the development, implementation, and evaluation of the current School Improvement Plan, Title I Plan, and Family Engagement Plan. Meeting times will be flexible to meet parent needs and schedules. Meetings are offered in the evenings and daytime. In April, the SAC met and reviewed the current Title I Plan/Budget and Family Engagement Plan /Budget and offered revisions for the following school year. The revised plans will be presented to the SAC for approval in May. Meetings are held in the afternoon as well as evenings. When additional parent input is needed, we provide copies of documents at the front counter for parents to review and provide feedback.

## 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	Ums Orientation-Meet the Teacher	Administration, Educators, & Family School Liaison	Parents can discuss curriculum with teachers and receive pertinent information to increase student achievement	August 2018	Parent participation, Sign-In sheets, Advertisement
2	Title 1 Annual Meeting	Administration and FSL	Parents will learn of the curriculum, assessments, the school's participation under Title I Part A, and their rights to be involved so that they can help their child to be academically successful	October 2018	Parent and student participation. Agendas, flyer, handouts and presentation materials will be documented.
3	Parent Resource & School Open House	Administration and FSL	Parents will be given the opportunity to visit our parent resource room and review available resources. In addition, we will parents the opportunity to voice their concerns & ideas. This will give the school a clearer picture of student needs in an attempt to increase student achievement.	October 2018	Parent and student participation. Agendas, flyer, advertisement handouts and presentation materials will be documented.
4	Math & Science Night	Administration & Educators	Content specific sessions will be provided for parents. Information will include grade level proficiency, strategies parents can use at home, and assessment methods. This information should increase students' achievement.	Fall 2018	Parent and student participation. Agendas, flyer, advertisement handouts and presentation materials will be documented.

## 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	Presentation on the importance of <u>and family engagement</u> and ways to increase parent participation. This may also include PBS and parent communication.	Administration and FSL	Family Engagement increases student achievement	September 2018	Student achievement scores discussed with staff
2	AVID including input on increasing <u>family engagement</u> . Teacher will training to teachers on AVID strategies and involving parents and parent communication.	Administration and AVID Coordinator	Student achievement will increase as a result of parent training.	August 2018	Student data obtained from testing.

## 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:** Title I funds a Family School Liaison (FSL) to manage and operate a Family Resource Center on the campus of Umatilla Middle School. In the resource center, parents have access to computers to follow academic programs and services and other resources to help their child succeed academically. In addition, the Family Resource Center has College and Career Resources. Families in need of clothing, food, and other items are supported through the Family Resource Center. The Family School Liaison encourages parents to attend SAC, PTO, and extra-curricular activities. Families are informed of up-coming parent events through flyers, Twitter, Facebook and the telephone call out system.

## 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:** Umatilla will notify parents about all academic programs and Title I events and policies in a timely manner through the following entities:

- School messenger- phone call out
- Twitter/Facebook
- School's website
- School Marquee
- Notices of events sent home with students in their native language
- The North Lake Outpost

Copies of the school improvement plan, the Title I plan, and the Family Engagement Plan will be available in the front office, the Family Resource Center and school website. The plans and/or summaries will be available in English and Spanish.

An annual survey will be sent to families to determine their satisfaction with the school-wide program. Families will receive handouts identifying the curriculum, academic assessments used to measure student progress, contact information for their child's teacher, instructions in the Skyward Parent Portal, where parents can access student homework, grades, and test scores as well as the ability to ask teachers questions on their student's performance in class.

The family resource center will have computers available for families to access the parent portal, surveys and information. The FSL will be available to help the families with navigation and information.

## 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:** Families will be notified in the following ways:

- SAC
- School Website
- School Marquee
- School Messenger-phone call out
- Twitter/Facebook
- Flyers sent home with students. Families with disabilities may contact the Family School Liaison to make arrangements for transportation to school meetings.
- Translators will be provided as needed.
- Personal phone contact will be made with migrant families to keep them informed.
- Spanish documents will be sent home when available.

Hard copies of the FEP and Title I Plan are available for families who cannot attend meetings. These will be located in the Family Resource Center.

## 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 families to enhance the engagement of other families[Section 1118(e)(9)];	Title I Family meeting, SAC, PTO and specific academic area meetings	Administrators, Instructional Coaches, and FSL	Supports increased student achievement	Quarterly parent meetings
2	Maximizing family engagement and participation in their children's education by arranging school	Annual Title 1 meeting, home	Administration, Guidance Counselors,	Student achievement will increase due to	Ongoing

	meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with families who are unable to attend those conferences at school [Section 1118(e) (10)];	visitations, and family conferences	Teachers, Social Worker, & FSL	increased parent knowledge	
3	Adopting and implementing model approaches to improving family engagement [Section 1118(e)(11)]; and	School-Based Academic Nights & Family Resource Center	Administration, Instructional Coaches, teachers and FSL will work together to coordinate.	Increased student achievement on FSL & FCAT	academic year
4	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e) (13)].	Family Resource Center	FSL	Increased student achievement and growth	Ongoing

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.

### 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	Open House/ Tiger Pride Night	2	154	Discuss curriculum
2	Math & Science Night	3	82	Parent and student participation, presentation of materials
3	Writing Night	3		Parent and student participation, presentation of materials
4	Literacy Night	1	25	Parent and student participation, presentation of materials
5	Florida Standards Night	1	73	Parent and student participation, presentation of materials
6	Annual Title 1 Mtg.	1	53	The principal will present information to parents in order to increase understanding and make them aware of opportunities available to them and their children.
7	PRC Open House	1	53	Parent and student participation, presentation of materials
8	Avid Contract Night	1	196	Parent and student participation, presentation of materials

## 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	Presentation on the Importance of Family Engagement	1	48	Student Achievement Scores
2	SAC Meetings Including Increasing Family Engagement	4	38	Student Data Obtained from Data
3	AVID Including Input on increasing Parent Involvement	3	250	Student Data Obtained by Testing

## 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 upcoming 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	Limited English Proficiency of parents without a bilingual staff can be a barrier to communication.	Send materials out in different languages & and provide translators when needed for phone calls and parent events.
2	Transportation	In order to offset the difficulties associated with transportation, UMS will partner with UHS to allow students to ride the HS buses in the morning so students can participate in tutoring, mentoring and extra-curricular activities.
3	Economically Disadvantaged students have low test	Before/Afterschool tutoring will be offered school-wide to help increase student learning and test scores. In addition, UMS will offer daily Tiger Time to remediate those students in need as well accelerate those students who are performing as needed.