## INDIANTOWN MIDDLE SCHOOL Title I, Part A Parental Involvement Plan

I, Jeff Raimann, 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)].

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

**Mission Statement**

Parental Involvement Mission Statement (Optional)

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| **Response:** Indiantown Middle School aims to involve all families in supporting every student's academic journey. Providing ongoing communication and creating appropriate learning opportunities is critical to the success of each student. |

**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 [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

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| **Response:** Parents input is gathered via the School Advisory Committee (SAC) in developing strategies to increase family engagement, as measured via the Parent Involvement Plan. SAC will use results of School and Title I Parent Surveys to guide development of the Parent Involvement Plan. During the first SAC meeting of the year, our Parent Involvement Series will be presented, outlining the programs offered in the SY2018-2019. |

**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)].

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| **count** | **Program** | **Coordination** |
| 1 | District coordination | IMS coordinates with the Martin County District office on all matters involving Title I. This involves both formal, scheduled meetings and informal day-to-day contacts to insure the smooth coordination of all efforts. Both budgetary and programmatic issues are fully coordinated. Where others are needed (i.e., ESE, food services, etc.) they are contacted directly and invited to participate in meetings. |
| 2 | Local coordination | Working together with the Parent Resource Center, we have created a Parent Involvement Series for SY18-19. |

**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)].

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Hold Open House/ Annual Tile One Meeting | Principal | August 29, 2018 | Turn-out of families attending this session and questions posed as result of the meeting. |

**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)].

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| **Response:** IMS will commit to offer meetings at a variety of times, so that we meet the varied needs of our families, mornings, during the school day or in the evening. IMS will ensure that translation is offered to our parents based upon their primary language spoken, based upon available translators assigned to the 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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Family Nights will be planned, advertised, and presented at least 4 times per year (1 per quarter). | Principal, Guidance Counselor, Team Leaders Parent Resource Center Director | Increased parental awareness of academic goals helps maintain involvement in school work. | September - May | Sign-In Sheets/School Engagement & Satisfaction Surveys |
| 2 | Open House and Conference Nights | Principal and Asst. Principal | Parental contact with teachers increases involvement in school work | August, November & April | Sign-In Sheets/School Engagement & Satisfaction Surveys |
| 3 | Provide support, training, translation and academic help to parents. Promote Family Resource Center | Parent Liaison/Family Engagement Leader | Use of resources helps students learn | 18-19 School Year | Log of contacts by families with Parent Liaison/School Engagement & Satisfaction Surveys |
| 4 | Curriculum/Content Area Specific Engagement Nights | Principal, Team Leaders, Coaches | Increase awareness of grade-level expectations | 18-19 School Year | Sign-In Sheets/School Engagement & Satisfaction Surveys |
| 5 | Inviting Community Organizations to participate during evening Conferences | Family Engagement Leader/Administration | Access to community resources | 18-19 School Year | Sign-In Sheets/School Engagement & Satisfaction Surveys |
| 6 | New Student Orientation | Principal | Preview for upcoming year, thus presenting a jump-start on grade-level expectations. | May 2019 | Sign-In Sheets/School Engagement & Satisfaction Surveys. |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| **1** | **Communication Methods to reach community/families** | **Principal/Family Engagement Leader** | **Increases in parent support in collaboration with the school will lead to an increase in student achievement outcomes.** | **August 2018** | **Responses to communications and attendees at family nights.** |

**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)].

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| **Response:** 1. Create a new Team Leader role – Family Engagement Leader. Their primary role will be to increase methods of communicating with our families and creating level of comfort in coming to school events and accessing information.  2. Increase the number of teacher referrals for parents to use the Parent Resource Center to assist their child.   3. Provide parents with important info through newsletter and Connect5 telephone system.  4. Provide parents with important information through the use of MCSD IMS School App which allows families to obtain information in the language of their choice. |

**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)].

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| **Response:**  1. Hold Open House/ Annual Title One Meeting August 29, 2018.  2. Parent Involvement Series of programs - Guidance/Parent Resource Center/Team Leaders/Administration.  3. School Advisory Committee meetings are held monthly.  4. Provide Family Liaison to work with families.  5. School website will include newsletter for families – website now translates into multiple languages.  6. Automated telephone calls for timely info. Translated into Spanish  7. Work with district office to get more translators.  8. Use of MSCD School App to send information via Text messages (translates into language spoken by families). |

**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)].

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| **Response: IMS is committed to ensure accessibility to events for all families. Being able to ensure communication can be understood by all participants, we strive to offer translators to effectively reach as many languages as our staff can support. We share typed information in both Spanish and English and now with the help of the new website and app, families can select their primary spoken language to translate information.** |

**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:

X Not Applicable

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| **count** | **Activity** | **Description of Implementation Strategy** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** |

**Upload Evidence of Input from Parents**

Upload evidence of parent input in the development of the plan.

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**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.

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| [Uploaded Document](file:///C:\Users\raimanj.IC_ADMIN_PDC\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\PAANXFY1\fileUploads\430221_2015-2016_uploadCompact.pdf) |

**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.

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## 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.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Literacy Night | 1 | 50 | Share ways for families to be support students reading outside of school for enjoyment – ultimately increasing learning gains in ELA. |
| 2 | Science Night | 1 | 50 | Hands-on experiences reinforcing concepts that will lead to an increase of proficiency in Science 5th/8th. |
| 3 | Family Night | 4 | 100 | Each grade-level held a Parent Involvement night, teaching parents how to stay connected to with their child’s progress (using FOCUS) and attending conferences. Ultimate goal is for more involved parents to support their children’s learning. |
| 4 | Parent Resource/Support Sessions | 3 | 60 | The Parent Resource Center held 3 sessions at IMS to provide our parents with various tools to help them support their children’s success at school. The ultimate outcome is to increase student learning achievement. |

**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)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Communication Strategies | 1 | 45 | Educate staff on a variety of methods for communicating with families aimed at increasing involvement and supporting student-learning outcomes. |

**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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Langauge/Translation | Provide more 1:1 translators for family nights |
| 2 | Transportation | Collaborate with community coach |
| 3 | Small attendance numbers at SAC meetings | Provide more varied communication means (phone calls, MCSD App text messages, fliers, website, marquee, etc) |

**Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the previous schoool year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

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| **count** | **Content/Purpose** | **Description of the Activity** |