**School Name: \_R. Frank Nims Middle School\_\_\_\_ Title I, Part A Parent and Family Engagement Plan**

I, \_Kelvin L. Norton\_\_\_\_\_\_\_\_\_\_\_, 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 parent and family engagement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 8101, ESEA; as amended by ESSA
* Involve parents/families of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parent and family engagement are spent [Section 1116]
* Jointly develop/revise with parents/families the school parent and family engagement policy and distribute it to parents/families of participating children and make available the parent and family engagement plan to the local community [Section 1116];
* 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 parent and family engagement policy and the joint development of the school-wide program plan under section 1114(b)(2) [Section 1116];
* Use the findings of the parent and family engagement policy to review and design strategies for more effective parent/family engagement, and to revise, if necessary, the school’s parent and family engagement policy [Section 1116];
* If the plan for Title I, Part A, developed under Section 1114, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan to the local educational agency [Section 1116];
* Provide to each parent/family an individualized student report about the performance of their child(ren) on the state assessment in ELA, Math and Science [Section 1116];
* 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 1116].

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

**Mission Statement**

Parent and Family Engagement: Mission Statement (Optional)

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| **Response:** The mission of R. Frank Nims Middle School is to provide a safe and healthy school environment that will help students become responsible leaders and productive members of a school, the community, and the world. |

**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 parent and family engagement will be used [Sections1116].

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| **Response: R. Frank** Nims Middle School will provide parents of participating children timely information about the Title I programs, 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 at the annual Title I meeting that occurs at the beginning of the school year. Opportunities to meet regularly for the purpose of formulating suggestions, as appropriate, in decisions related to the education of their children, will be provided. We will provide LCS promotion/retention requirements that will be shared with parents during Open House. During parent-teacher conferences, assessment (and progress monitoring) data and grade level proficiency levels will be shared. Student progress reports and report cards will be sent home regularly. The Annual Title I Parent Survey will be used to improve and plan parent involvement activities for the following school year.     Success will be measured by the Spring Title I Survey and School Climate Survey results, as well as feedback from discussions in PTO meetings, SAC meetings, and parent-teacher conferences. Feedback will be used to develop the next year's School Improvement Plan and Title I Plan. |

**Coordination and Integration**

Describe how the school will coordinate and integrate parent and family engagement 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 1116].

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| **count** | **Program** | **Coordination** |
| 1 | Orientation | The Parent Liaison, School Advisory Council, Leadership Team and Administrators will work together to coordinate these programs |
| 2 | Open House | The Parent Liaison, School Advisory Council, Leadership Team and Administrators will work together to coordinate these programs |
| 3 | Parent Night | The leadership team, teachers, and administrators will work together to coordinate these events. |
| 4 | Math and Science Night | The math and science departments and administrators will work together to coordinate this event. |
| 5 | AVID Parent Workshops | The School Advisory Council (SAC), Leadership Team and Administrators will work together to coordinate these workshops. |
| 6 | Parent University Presentations | Community presentations will be made to the parents to enlighten them on areas of help they can provide to their students to enhace their educational experiences on and off campus. |
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**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 (school-wide or targeted assistance), Adequate 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 1116].

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Open House | School Staff | September 2018 | Simple Survey |
| 2 | Family Engagement Opportunities | Nims PTSO/Administration | August 2018 - June 2019 | Family Surveys |
| 3 | Family Engagement Opportunities | School Staff | August 2018 | Simple Surveys |
| 4 | Parent Conference Night | School Staff | September 2018 - ongoing | Simple Surveys |

**Flexible Parent Meetings**

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and how will the school provide with Title I funds, transportation, childcare, or home visits, as such services related to parent and family engagement [Section 1116].

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| **Response: R. Frank** Nims Middle School will offer a flexible number of meeting times and may use Title I funds to provide transportation, childcare, or home visits, and such services related to parent involvement. Meeting dates and times will be advertised and posted on the school's marquee, homepage, and listserv in advance to encourage parent involvement. The school newsletter containing this and other school related information will also be sent home to parents. Monthly SAC meetings and PTO meetings, programs, assemblies, school celebrations, and parent workshops are used to encourage parent involvement. |

**Building Capacity**

Describe how the school will implement activities that will build the capacity for strong parent/family involvement, in order to ensure effective involvement of parents and to support a partnership among the school, and the community to improve student academic achievement. 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. Include information on how the school will provide other reasonable support for parent/family engagement activities under [ESEA Section 1116].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Anti Drug Education/Bullying | Guidance Counselor/Dean of Students | Parents will be encouraged to attend workshops and given information to be aware of signs | August 2018 - June 2019 | Parent Survey |
| 2 | Project Assistance Workshop | Teachers | Students will receive assistance on varied large projects, i.e., History Fair and Science Fair, before and after school | August 2018 - June 2019 | Student Progress Monitoring |
| 3 | Literacy Night | Department Chairs/Team Leaders | Each nine weeks parents will be given the opportunity to see the expectations of student projects | August 2018 - June 2019 | Parent Survey |
| 4 | Financial Workshops | Parent Liaison/Capital City Bank | Budget training for parents and students | November 2018 & April 2019 | Parent Survey |
| 5 | Curriculum Night | Department Chairs/Team Leaders | Monthly meetings held to teach parents to work with their children. | August 2018 - June 2019 | Family Surveys |
| 6 | Family Engagement Committee | Administration Team | Monthly meetings with the administrative team to discuss academic progress/student engagement.(i.e. Parent University Presentations) | August 2018 - June 2019 | Simple Survey |

**Staff Training**

Describe 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 parent/families, in the value and utility of contribution of parents/families. Describe how the school will reach out, communicate with and work with parents/families as equal partners. As well as implementing and coordinating parent/family programs, and in building ties between parents/families and the school. [ESEA Section 1116].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | AVID Training | AVID Conference Teachers | Professional Development | June 25-27, 2018 | Conference Evaluation |
| 2 | Gizmo | Assistant Principal Curriculum (APC) | Technology Development | Ongoing (2018-2019) | Student Progress Monitoring |
| 3 | Math 180 | Math 180 Site Manager Assistant Principal Curriculum (APC) | Math/Reading Problem Solving | August (2018) | FSA Math Scores |
| 4 | Rewards | Assistant Principal Curriculum (APC) | Vocabulary Building | October (2018) | FSA Reading Scores |
| 5 | HMH | Assistant Principal Curriculum (APC) | Reading: Analysis, Synthesis, Evaluation | Ongoing (2018-2019) | FSA Reading Scores |
| 6 | Achieve 3000 | Assistant Principal Curriculum (APC) | Reading Comprehension (Reading, Science, Social Studies) | August 2018 - June 2019 | FSA Reading Scores |
| 7 | Accelerated Reader | Assistant Principal Curriculum (APC) and Reading Coach | Reading Comprehension | August 2018 - June 2019 | FSA Reading Scores |

**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 [ESEA Section 1116].

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| **Response:** Additional Parent-Teacher Activities shall include:  - Student/Parent Orientation  - AVID Summer Bridge Program  - 6th Grade Orientation and Parent Workshops  - FSA Information Night  - Parent Conference Night  - Intervention Team Meetings  - Parent Portal Updates  - Literacy Night  - Math and Science Night  - AVID Parent Workshops (SAC Meetings) |

**Communication**

Describe how the school will provide the following under [ESEA Section 1116].

* Provide a description of how parents/families will be given timely information about the Title I programs.
* Describe and explain the curriculum at the school, the forms of academic assessment used to measure student progress and the achievement level standards the students will obtain.
* If requested by parents, how will the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children; and
* Methods the school will use to submit parents/families comments if the school-wide program plan is not satisfactory to the parents of participating children, that will be made available to the local education agency [ESEA Section 1116].

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| **Response:**   * 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 school-wide 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:** Home to school communication is a key factor to not only parent involvement, but also student success. Student progress reports will be provided at least once (at the midpoint) during each 9-week grading period. Additionally, all parents shall have access to our online grading and attendance system (Pinpoint). All students will be issued a student report card at the conclusion of each 9-week grading period. Parent/Teacher conferences are also held to inform parents of their child's overall progress. | |

**Accessibility**

Describe how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families and how the school plans to 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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| **Response: R. Frank** Nims Middle School will provide a translator for meetings on an as needed basis. |

**Discretionary Activities** (Optional)

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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| **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 and Parent Liaison Attend Annual Family involvement | Principal, Parent Liaison | Parents who attend conference share strategies with their children | Ongoing 2017-2018 |
| 2 | Maximizing parental involvement and participation in their children’s education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)]; | Events and workshops will be held during mornings, evenings, and on weekends | Principal, Parental Involvement Committee, Parent Liaison | More parents will be able to get access to information related to helping their children learn | Ongoing 2017-2018 |
| 3 | Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and | TEAM provided training for administrators and teachers for increasing parental involvement | Principal, Parental Involvement Committee, Parent Liaison | Increased parent participation leads to improved academic achievement | Ongoing 2018-2019 |
| 4 | Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)]. | Businesses, agencies, and community-based organizations will be invited to be involved in our school as partners, SAC members, and school volunteers | Principal, Parental Involvement Committee, Parent Liaison | Parents are aware of resources that support positive home environments and academic success | Ongoing 2018-2019 |

**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 1116]. 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 | Science Night- information, science experiments | 1 | 200 | Increased FCAT Science Performance for 8th Grade Students |
| 2 | Literacy Night- reading activities of various levels | 1 | 50 | Increased FSA Reading Performance |
| 3 | Social Studies Night- student performances develop from what they learned in class | 1 | 50 | Increased FSA Reading Performance |
| 4 | Math Curriculum Night- math activity stations | 1 | 50 | Increased FSA Math Performance |
| 5 | FSA Information Parent Night- testing dates, how to help your child, general test standards | 1 | 50 | Increase overall academic performance by providing strategies to parents on how they can assist their children at home |
| 6 | AVID Parent Night- College Readiness | 1 | 25 | Increase number of students enrolled in high school credit or advanced courses |
| 7 | AVID Parent Night- Instructional Strategies | 1 | 25 | Decrease number of students in remedial courses |

Provide a 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)? [Section 1116].

**Response: R. Frank Nims Middle School will work closely with our SAC and School Improvement Committee to ensure our parents/families with disabilities and those that have limited English proficiency along with parents/families of migratory children receive as much support as possible regarding parental engagement in their students educational journey.**

**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 | Faculty Meeting/Professional Development Workshop | 8 | 35 | Sensitivity to the needs of students and parents |
| 2 | Goodwill GoodGuides Mentoring Program | 30 | 25 | Provide dinner or snacks at as many events as possible. |
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**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 1116].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Childcare | Offer on-site childcare to those parents who have a need for this service |
| 2 | Food | Provide dinner or snacks at as many events as possible. |
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**Please submit to the Title I office the evidence of input from parents/family members.**

* **Provide Evidence of Input from Parents and Family Members in the writing of your school Parent and Family Engagement Plan. (SAC agenda, sign in sheets, minutes and notes from parents/family members).**
* **Provide copy of Parent-School Compact with parents/family members input. (SAC agenda, sign in sheets, minutes, notes from parents/family members).**
* **Provide Evidence of Parents and Family Members in the Development of your Parent-School Compact (SAC agenda, sign in sheets, minutes and notes from parents/family members).**