Inverness Middle School Title I, Part A Parental Involvement Plan

I, Robert Hermann, 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

2019

Mission Statement

The mission of the IMS learning community is to empower our students to reach their full potential; to respect the diversity of others and to become responsible citizens and lifelong learners.

Parental Involvement Mission Statement (Optional)

Response: Inverness Middle School empowers our students to:

- Reach their full potential
- Respect the diversity of others
- Become responsible citizens
- Become lifelong global learners

This is all accomplished with the support and guidance of all stakeholders.

Mission statements are written concisely, free of jargon, and parent-friendly and inspire stakeholders to be involved and supportive of the program. Strong mission statements include:

- Explanation of the purpose of the parental involvement program:
- Description of what will be done; and
- Description of the beliefs or value of the LEA.

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)].

Response: Inverness Middle School plans and executes a plethora of events throughout the year that both promote and advocate parent and student involvement. In addition to these events, communications using technology, mailings, and School Messenger phone call outs are utilized to further involve all family members. A synopsis of these events and communications are listed below.

EVENTS:

School Improvement Meeting (SIP): Each summer many teachers, staff, administrators, and parents meet to discuss and review our schools' improvement plan and data. This meeting serves as a brainstorming session where all parties share and discuss strategies to help increase student achievement, and ways to motivate students to bridge the gap between school and home. The 2019-2020 SIP meeting was helpful in June 2019 and we will continue to house the event again in July of 2019.

In August 7th, 2019, IMS will welcome families for our annual Open House. Incoming 6th grade students will have an opportunity to work with our SLP leaders prior to Open House beginning to help them to acclimate to their new school. Parents are invited to join their student to tour IMS and learn about different organizations from 4:00 p.m.-6:00p.m. on August 7th.

In August 29th, 2019, for incoming IMS families, we will have an orientation night for our incoming 6th graders and their families to learn about IMS. At this event, we will share information about how to be successful in middle school, dispense information about school procedures and programs, and share Title 1 information along with a snack and refreshments.

In December 10th, 2019, Title 1 Curriculum Night will show case department activities, school clubs, science fair projects, and Christmas concert.

In March 12th, 2020, Title 1 Family Night will provide refreshments.

In Spring of 2020, Incoming 6th Grade Parent Night will provide an opportunity for future IMS students and parents to tour the campus and become familiar with teachers and school expectations.

In May 5th and May 12th, 2020, Award Night will acknowledge students that have dedicated themselves to their academics and/or school extra-curricular activities.

Monthly school newsletters containing information on Title 1, SAEC, highly qualified teacher information and other events in our school community will be delivered to parent via our school website. Teachers and staff contribute to the newsletter to ensure parents stay updated on all happenings.

Our School Messenger delivers phone calls to remind families of upcoming events.

Information is also posted and updated on our school website, Facebook page, and Twitter Feed on a regular basis to keep parents informed. Our school has multiple pages on Facebook that allow parents to access information as well as communicate with school staff. Multiple teachers also host wiki pages or websites that keep students and parents constantly updated about all events, assessments and

assignment. Families without internet access can obtain a copy of all announcements and information in the front office.

Our students also have an opportunity to participate in Hi 5. Students learn about different anti-bullying techniques and how they can create a safer school environment. Our guidance department is also working with our ELA teacher, AVID elective teacher, and Gifted Elective teacher to incorporate more anti-bullying and PBS expectations in our school. The PBS team will assist in this endeavor and they are inviting parents and students to their monthly meetings via School Messenger callouts and newsletter information.

Review Rubric:

Strong responses include:

- Identification of the group responsible for the development, implementation and evaluation of the plans:
- Description of the procedures for selecting members of the group;
- Explanation of how the input from parents will be documented; and
- Description of the process and involvement of parents in the development of required plans; and
- 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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Review Comments:

Coordination and Integration

Title II

Program

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 II, Part C, Title II, Title IV, and Title VI [Section 1118(e)(4)].

Coordination

Title II funds staff development activities for teachers

The ELL resource leaders will increase awareness to parents through parent/teacher conferences to assist ELL (English Language Learners) parents to helping their child at home. Staff will host informative seminars for their departments to provide curriculum overviews in ways to Curriculum Family Nights further support their child at home. The AVID coordinator and site leaders will provide parents with information in efforts to make them more AVID aware of how AVID will help their child become successful in college and beyond. Supports activities to assist students become proficient in English, provides tutoring, supports teacher Title III professional development in EL strategies, parent involvement, and education. Guidance coordinates with Title 1 Part A to provide resources (clothing, supplies, social services referrals) McKinney - Vento Act (homeless) for students identified as homeless.

and support.

Strong responses include:

- Identification of the specific federal programs; and
- Description of how the programs will be coordinated.

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Review Comments:

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	Distribute the information about Title One to parents, students and staff	Leadership Team	August	Copies of handouts/flyers
2	Develop Title 1 Agenda	Leadership Team	September	SAC Agenda
3	Title 1 Annual Curriculum Night	Leadership Team	December	RSVPs and Flyer
4	Title 1 Family Night	Leadership Team	March	Flyer
5	Title 1 6th grade Parent Night	Leadership Team	August	Flyer/Survey
6	Title 1 Awards Night (Academic and Athletic)	Leadership Team	April	Flyer/Pamphlet

Review Rubric:

Strong responses include:

- Identification of specific activities or tasks;
- Identification of the person(s) responsible for completing the task;
- Reasonable and realistic timelines; and
- Description of the evidence the school will use to demonstrate the effectiveness and/or completion of the activity/task.

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Review Comments:

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: We will offer parent conferences directly before (7:15-7:45), during (8:00am-2:20 pm) and after school (2:20-3:00). We will also offer an array of parent meetings such as; Open House, IPAD trainings, Science Fair, Title 1 Curriculum Night, and Award Ceremonies. Activities for children will be provided during the Annual Title One Meeting.

Review Rubric:

Strong responses include:

- Description of the process the school will use to ensure that workshops/meetings are offered at a flexible times; and
- Specific examples of the flexible schedule offered to parents.

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Review Comments:

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	SAC	SAC Chair/Title 1 Contact/Principal	Providing parents with an opportunity to share positives or concerns about the school. Also, parental and student participation in the development of the Title 1 school -parent compact and PIP will increase student motivation and school involvement.	Quarterly	Agendas
2	Parent Conference Day	All Staff	Increase the level of parent involvement and become active in the decisions made to their child's curriculum.	October/Scheduled as needed	Schedule of Conferences
3	Title 1 Family Involvement Nights	All Staff	Improve student achievement through knowledge of school curriculum and assessments.	Aug., Dec., March, and May	Sign-In Sheets, Flyers, Agenda

4	Technology/IPAD trainings	Administrative Team, district technology specialist and Technology Specialists	Improve student achievement and proficiency with new technology devices and programs used at IMS.	August/September	Parent Sign In Sheets, Agenda, Power Point
5	Title 1 Curriculum/School Orientation	Title 1 Team/ Admin Team/All Staff	Promote parent involvement and understanding of school programs.	Dec	RSVPs, Flyers

Strong responses include:

- Description of the content and type of activity including the following: o The state's academic
 content standards and state student academic achievement standards, State and local
 assessments including alternative assessments, Parental involvement requirements of Section
 1118, and How to monitor their child's progress and work with educators to improve the
 achievement of their child;
- Identification of the person(s) responsible;
- · Correlation to student academic achievement;
- Reasonable and realistic timelines; and
- Description of the evidence the LEA will use to demonstrate the effectiveness and/or completion of the activity/task

Review Status:		
Review Comments:		
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	Increasing Parental Involvement Training	Leadership Team	Staff will learn strategies to increase parent involvement from district training in efforts to see home and school gap close.	August/December	SAC Agenda/Newsletter
2	District Assessment Review		Train teachers to understand student data and how to communicate information to parents and students	August	Agenda
3	Data Days	Content Area teachers/TOSA	Train teachers and increase staff knowledge, provide resources to teachers to send home to educate parents about	October/February	ERO/Agenda

			new reading series and Florida Standards		
4	Skyward Parent Support	Guidance department	Parents will have an opportunity to learn more about the benefits of accessing Skyward	December	Sign in sheet
5	Monthly Newsletter	Admin Team		Monthly August- May	Newsletter

- Content and type of activity including the following: Valuefollowing:
 - Valuing of parental involvement,
 - · Communicating and working with parents,
 - Implementation and coordination of parental involvement program,
 - Building ties between home and school,; and
 - Cultural sensitivity;
- Identification of person(s) responsible;
- Correlation to student academic achievement;
- · Reasonable and realistic timelines; and
- Description of the evidence the LEA will use to demonstrate the effectiveness and/or completion of the activity/task.

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Review Comments:

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:

Parent Conferences - Teachers and parents will discuss how to ensure the student's academic success and what the parent can do at home to promote success. Every parent is encouraged to schedule a conference with their child's teacher.

Parents are encouraged to attend SAC meetings and provide input in our school decisions. IMS staff will make callouts (phone and email) and place information in the bulletin.

Review Rubric:

Strong responses include:

- Identification of the type of activity;
- Specific steps necessary to implement this activity;
- Person(s) responsible;
- · Timeline; and
- Description of the evidence the school will use to demonstrate the effectiveness and/or completion of the activity/task.

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Review Comments:

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:

Inverness Middle School will inform parents of curriculum, assessments, meetings, student progress and the Title 1 program, at orientation in August. The monthly school newsletter will inform parents of any new information and remind them of any upcoming events school wide. These documents will be translated when needed. Copies of all documents will be provided by members of the Title 1 team. We will know if we are successful depending on the results of the Title 1 survey. The following are ways we will inform parents of curriculum, assessments, student progress and Title 1 programs; use of school and district website, school and District Facebook and Twitter pages, Skyward, required parent signature on parent compact forms, teacher websites, parent emails, parent conferences and teacher curriculum letters including classroom expectations and grading policies. We also provide information via social media- Twitter, Facebook, and also through the school website. In addition, out of field teacher notification letters will be included in the September school newsletter. The marquee is updated frequently to show upcoming events and announcements. The school website is updated frequently by the school technology specialist. Flyers are sent home by event coordinators at least 72 hours in advance. A translator is available for all parent conferences. SAC/AVID will compile parent attendance sheets at each meeting. Parent are contacted via automated phone messaging system at least 48 hours in advance.

Parents will be presented with a PowerPoint from the district that is grade level specific addressing the transition to Florida Standards. Parents are invited to meet with administration, guidance, TOSA and the child's teacher to help facilitate their child's academic, social and emotional growth.

Review Rubric:

Strong responses include:

- Process for providing information to parents;
- Dissemination methods;
- Reasonable and realistic timelines for specific parent notifications; and
- Description of how the school will monitor that the information was provided.

Review Status.				
Review Comments:				

Accessibility

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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: A variety of parental involvement activities will be planned to ensure that each parent has ample opportunity to participate. Translators are available for all IEPs, ELL meetings and parent conferences. In addition, School Messenger will be utilized to reach parents with limited literacy skills. Our school also has wheelchair ramps for parents that are disabled. We will utilize the school website, Twitter account, Facebook page, flyers, call outs, and school signs to promote activities and encourage family and community involvement.

Review Rubric:

Strong responses include:

- Process the school will use for translating information into a parent's native language;
- Description of how the school will ensure that parents with disabilities will have access to parental involvement activities and/or services;
- Description of how the school will ensure that information is available to parents considering the fluctuating student populations;
- Specific languages in which information will be provided; and
- Process the school will use to monitor that schools provide information to parents in a language they can understand, if feasible.

Review Status:			
Review Comments:			

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	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and	Family Curriculum Night	Leadership Team	Informing and training parents on curriculum events and resources will increase family involvement and overall academic achievement	Dec.

Strong responses include:

- Identification of the activity which may include the following:
- Involving parents in the development of staff training, providing literacy training, paying
 reasonable and necessary expenses to conduct parental involvement activities, training parents
 to help other parents, adopting and implementing model parental involvement programs,
 organizing a local education agency parent advisory council, and/or developing roles for
 community organizations and/or business in parental involvement activities;
- Description of the implementation strategy;
- Identification of person(s) responsible;
- Correlation to student academic achievement; and
- Reasonable and realistic timelines.

Review Status:	
Review Comments:	
Upload Evidence of Input from Parents	
Provide evidence of parent input in the developme	nt of the plan.
Review Rubric:	
Review Status:	
Review Comments:	

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)].

Provide electronic version of the Parent-School Compact in monitoring folders.

Review Rubric:

School-Parent Compact must include the following components:

- Description of the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables children to meet the State's student academic achievement standards:
- Identification of ways parents will be responsible for supporting their children's learning (for
 example, monitoring attendance, homework completion, or television watching; volunteering in
 their child's classroom; and participating as appropriate in decisions relating to the education of
 their children and positive use of extracurricular time); and
- Highlight the importance of communication between teachers and parents on an ongoing basis through, at a minimum: parent-teacher conferences in elementary schools, at least annually, during which the compact will be discussed as it relates to the individual child's achievement; Frequent reports to parents on their child's progress; and Reasonable access to staff,

- opportunities to volunteer and participate in their child's class, and observation of classroom activities; and
- Evidence that parents were involved in the development/revisions to the compact [Section 1118(d), ESEA].

Review Status:
Review Comments:
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)].
Provide evidence of parent input in the development of the compact.
6. New Business
New signage for campus – Mr. Hermann said the core team has done some investigation into new signs for campus buildings and has received two bids. Student Government has been going around campus and loolng at where best to place signs. He would like the SAC members to think about setting aside \$1,000 for signage. We will vote on this at the next meeting.
Title I Compact — A handout of the compact was provided for members to review and suggest changes if necessary. We will discuss any revisions at the next meeting and vote on the compact for next school year.
March 19 th is Title I Parent Involvement Night to highlight what students have been doing. There will be a small petting zoo, music performance, Winter Guard performance, Scholastic Book Fair, Reading Fair projects displayed, and science will be doing some astronomy activities by the Holocaust Garden. There will be a call out to parents on Wednesday.
Review Rubric:
Review Status:

Review Comments:

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	Parent Conference Days	1	750	Parents will learn how to improve academics through discussions about their children. Data will be provided for parents so they know exactly how their child is performing.
2	SAEC Meetings	4	20	Provides parents input into daily school activities and allows them to make suggestions for student's educational needs.
3	Problem Solving Team Meetings	5	30	Parents have the opportunity to be involved in the development of their child's PMP (Progress Monitoring Plan)
4	Science Night	1	250	Increasing Science Awareness and school/family relationships
5	Parent Involvement Day	5	500	Family involvement increases student achievement and fosters school/family relationships (Awards Ceremony, Bingo Family Night, Incoming 6 th grade Night)

Review Rubric:

Strong responses include the content and type of activity, number of activities, number of participants, and the correlation to student achievement.

Review Status:

Review Comments:

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
	Weekly Newsletter to Teachers	35	100	Increase staff knowledge on ways to build better teacher/parent relationships and help increase student achievement
2	Staff Meetings	15	70	Increase staff knowledge on Parent Involvement
3	Data Days and PLC	35	100	Increasing parent participation increases teacher/parent relationships which fosters increased student achievement.

4	Volunteer/Mentor Program	3	l 50	Increased volunteer/mentor involvement effects student achievement

Strong responses include the content and type of activity, number of activities, number of participants, and the correlation to student achievement.

Review Status:

Review Comments:

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	Parents working	Accommodate Parents working schedule
1/	Accommodate Parents working schedule	Offer Transportation if feasible
3	ichnisine snorts activities	Have meetings and activities around sporting events when possible

Review Rubric:

Strong responses include:

- Identification of barrier which hindered participation by parents in parental involvement activities (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); and
- Description of how the LEA will use the information gathered from the evaluation to design strategies for more effective parental involvement policies described in Section 1118.

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Review Comments:

Best Practices (Optional)

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

count Content/Purpose Description of the Activity

Review Rubric:

Activities described in this section should be correlated to student achievement and include sufficient detail that another LEA or school could use the information to develop a similar program.

Review Status:

Review Comments: