

FOREST GLEN MIDDLE SCHOOL
School-level Parent and Family Engagement Plan (PFEP)
2019-2020

Mission Statement

The mission of Forest Glen Middle School is to provide a safe, challenging, academic environment while embracing the needs of our diverse population, enabling all students to become productive and responsible citizens.

Engagement of Parents and Families

Forest Glen Middle School will involve parents in an organized, ongoing, and timely manner, 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 schoolwide program plan under section 1114(b) except that if a school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children [Sections 1116(c)(3), 1114(b)(2), and 1116(a)(2)(B)].

Regular updates related to Title I occur at monthly School Advisory Council (SAC) meetings and are always publicized three days in advance at FGMS. Parents are invited to attend SAC meetings to participate in decision-making as well as monitor progress. Parent links, the school website, and newsletters are used to announce upcoming events at least three days in advance.

Coordination and Integration

Forest Glen Middle 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 1116(e)(4)].

Count	Program	Coordination
1	FSA Information Night	Tiffany Barnett
2	History Fair	Megan Weller
3	Performing Arts Showcase	Anthony Zoeller & Carolyn Deck
4	Math & Science Family Night	Mitch Comisky
5	Pre-Quantum Leap & Honors Academy Night	Beth Osborne
6	Social Emotional Learning	Natasha Wilson

Annual Parent Meeting

Forest Glen Middle School will take the following actions to conduct an annual meeting, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents involved. Include timeline, persons responsible, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1116(c)(1)].

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Volunteer Orientation	Jacqueline Nelson	August 2019	Sign in sheets & Agenda
2	Open House <ul style="list-style-type: none">• Invitations via parent link & mail• Syllabus provided to parents by each teacher• Discuss school-parent compact & collect signed documents	Tiffany Barnett	September 2019	Sign in sheets & Agenda
3	Annual Title I Meeting	Tiffany Barnett	September 2019	Sign in sheets & Agenda

Flexible Parent Meetings

Forest Glen Middle School will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with funds provided under this part, transportation, childcare, or home visits, as such services related to parental involvement [Section 1116(c)(2)].

FGMS will host several academic trainings, during which childcare and refreshments will be provided. Topics will include Florida Standards Assessment, History Fair, Performing Arts Showcase, and Social Emotional Learning. FGMS will also schedule events in the morning and in the evenings. In addition, the band, chorus, and other clubs will present at the events and trainings in an effort to increase family involvement.

Building Capacity

Forest Glen Middle School will implement activities that will build the capacity for effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted under this part [Section 1116(e)]. Describe the actions the school will take to provide materials and training to help parents to work with their child to improve their child's academic achievement, such as literacy and using technology [Section 1116(e)(2)].

Count	Content & Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline (Including Frequency & Duration)	Evidence of Effectiveness	Evidence-based Research
1	Safety & Security	SRO Burst	Providing safety tips to parents & students	Aug. 2019	Sign in Sheets & Referral Data	School safety & academic success are related
2	FSA Night	Tiffany Barnett	Strategies to help on the FSA, EOC & Science FCAT 2.0	Oct. 2019 1.5 hours	Sign in Sheets & FSA Data	Parent involvement is positively correlated with student achievement
3	Social Emotional Learning	Natasha Wilson	Offer opportunities to find talents & gifts	Nov. 2019	Sign in Sheets & Referral Data	Learning about each other & building empathy are effective antidotes to violence
4	Title I Night	Tiffany Barnett	Information & resources for the whole child	Jan. 2020	Sign in Sheets	Parent involvement is positively correlated with student achievement

Staff Training

***Forest Glen Middle School** will offer the following training to educate teachers, specialized instructional support personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1116(e)(3)].*

Count	Content & Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
1	Effective Communication	Tiffany Barnett	Improving communication between teachers & parents	2019-2020	Survey
2	Tracking Student Progress	Amanda Torres	Utilizing a variety of assessment types, effectively track strengths, weaknesses, & mastery levels	2019-2020	Survey

Other Activities

Forest Glen Middle School will develop appropriate roles for community-based organizations and businesses in parent involvement activities; and conduct other activities, such as parent resource centers, the school will conduct these activities to encourage and support parent participation in the education of their children; and shall provide such other reasonable support for parental involvement activities under this section as parents may request [Sections 1116(e)(4), 1116(e)(13), and 1116(e)(14)].

Parent Resource Center, Afterschool Programs, Volunteer Center in PTO room

Communication

Forest Glen Middle School will provide parents of participating children the following [Section 1116(c)(4)]:

- ***Timely information about programs under this part [Section 1116(c)(4)(A)];***
- ***A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standard [Section 1116(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, and respond to any such suggestions as soon as practicably possible [Section 1116(c)(4)(C)]; and***
- ***If the school-wide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local education agency [Section 1116(c)(5)].***

FGMS will utilize written or oral notification to parents via newsletters, flyers, school marquee, website, and the Parent Link system to notify families of activities and events.

Accessibility

Forest Glen Middle School will provide full opportunities for participation in parental involvement activities for all parents and family members (including parents and family members with limited English proficiency, disabilities, and parents and family members of migratory children). Including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand [Section 1116(f)]

FGMS will provide translators at all Title I meetings. We will also provide translated copies in Spanish, Haitian Creole, Portuguese, and English. When necessary, staff members will conduct on site or telephone conferences between teachers or other educators who work directly with participating children to maximize parent involvement.

School-Parent Compact

As a component of the school-level parent involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact, that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement [Section 1116(d)].

Provide the LEA electronically the School-Parent Compact and evidence of parent input in the development of the compact.

Adoption

This School-Level Parent and Family Engagement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by the School Advisory Council's meeting minutes.

This plan was adopted by the school on (02/20/2019) and will be in effect during the 2019-2020 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 30, 2019.



Signature of Principal

2/22/19
Date



Sac Chairperson

2/25/19
Date