

**SUNRISE MIDDLE SCHOOL**  
**School-Level Parent and Family Engagement Plan (PFEP)**  
**2019-2020**

**Mission Statement**

The mission of Sunrise Middle School is to educate the total student for like academically, emotionally and socially.

**Involvement of Parents**

*Sunrise Middle 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)].*

Sunrise Middle School will include parent representation from the onset of the development through membership on Sunrise's School Advisory Council. Include parent input by soliciting feedback from parents on the School Advisory Council. Take the parent involvement plan draft to Sunrise's PTSA for input and bring to School Advisory Council for feedback. Share the parent involvement plan draft with all Sunrise Middle School parents by sending it home at the beginning of the school year, along with an informal survey.

**Coordination and Integration**

*Sunrise 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 1118(e)(4)].*

Count	Program	Coordination
1	GEM Parent Night	Provide parents of GEM math students with information regarding the components and expectations of GEM courses, i.e. End-of-Year Credit examinations
2	Open / Technology Night for parents House	Parents get an overview of the curriculum and school expectations on an intimate basis with all of the students' teachers. Parents follow their child's schedule. Ongoing opportunities for parents to come and use the technology in the parent center in the school. The tech night provides them with assistance on how to access student grades, online sites that help with student assignments and more.
3	Parent/ Teachers conferences	Guidance and administration will schedule conferences with parents of students who need monitoring at the request of the parents and/ or staff.
4	Monthly SAC meetings	Parents vote all SAC accountability decisions for the school. We put out parent links, newsletter reminders, and marquee display for all SAC meetings in order to promote the involvement of parents and all stakeholders
5	PTSA meetings at school	All PTSA meetings are hosted at the school. School staff assists in recruiting parents. All meetings are held in the evenings so that they are convenient in order for all parents who work during the day to attend.
6	Volunteering	The volunteering coordinator work with PTSA to recruit an ongoing list of parents that are involved and help with functions every week. Volunteers play an integral role in coordinating events for our parents
7	Science Fair Parent Night	Showcase Science Fair Projects for parents and students.
8	History Fair Parent Night	Showcase History Fair Projects for parents and students.
9	Literary Fair Parent Night	Showcase Literacy Fair Projects for parents and students.
10	Awards Night	End-of-the- Year celebration for parents through award distributions.

### **Annual Parent Meeting**

***Sunrise Middle School will take the following actions 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), Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1118(c)(1)].***

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Open House/ Annual Title I Parent Night	Administration/ teachers	September	Sign-in-sheet
2	GEM Parent Night	Math Department Head	October	Sign-in-sheet
3	Monthly SAC meetings	SAC Chair	Monthly	Sign-in-sheet
4	Science Fair Parent Night	Science Department Head	December	Sign-in-sheet
5	History Fair Parent Night	Social Studies Department Head	January	Sign-in-sheet
6	Literary Fair Parent Night	Language Arts Department Head	February	Sign-in-sheet

### **Flexible Parent Meetings**

*Sunrise Middle School will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, childcare, or home visits, as such services related to parental involvement [Section 1118(c)(2)].*

- Sac meets monthly after school. As our survey showed, parents prefer to come after work. We have moved the time back to 6:15 p.m.to accommodate more parents.
- Social Worker provides home visits for students who are truant and or other situations that pertain to their living situation.
- Flexible conference time with parents that cannot make it to the scheduled parent/ teacher conferences during the day.
- Conferences are scheduled upon parent request.
- Provide a technology center for parents without technology at home. The technology center is located in our guidance department area for easy access to our visitors.
- Request district assistance for bilingual interpreter to help parents complete lunch applications.

### **Building Capacity**

*Sunrise Middle 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)].*

Count	Content/ Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
1	Annual Open House/ Title I Parent Involvement Seminar	Administration/ Teachers	Parents will become better informed in various methods to track student progress and resources	September	Sign-in-sheets
2	Parent University-GEM Math Night	Math Department Head	Parents receive information on GEM requirements and how to support their students to access online help for students	October	Sign-in-sheets
3	Parent University-Science Night	Science Department Head	Students showcase their work in alignment with state/county rubric pertaining to Science	December	Sign-in-sheets
4	Parent University-History Night	Social Studies Department Head	Students showcase their work in alignment with state/county rubric pertaining to Social Studies	January	Sign-in-sheets
5	Parent University-Literacy Night	Teachers Literary Fair Coordinator	Students showcase their work in alignment with state/county rubric pertaining to Literacy	February	Sign-in-sheets

### **Staff Training**

***Sunrise Middle School will offer the following training to staff (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/Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
1	Staff training on health resources available to students and parents	Guidance staff/ Administration	Help parents locate and access help	September	Staff sign-in sheet and agenda
2	Building Respect at School <i>Conversation Skills</i>	Guidance Director	Increase awareness of possible indicators of bullying/dating violence amongst students	September	Staff sign-in and agenda
3	Florida Standards	Leadership Team	Help teachers to implement Florida Standards	August -June	Staff sign-in and agenda

### Other Activities

*Sunrise Middle School will offer other activities, such as parent resource centers, the school will conduct these activities to encourage and support parents in more fully participating in the education of their children [Section 1118 (e)(4)].*

Technology Night being offered at Open House to further inform parents on various technological resources that parents can utilize to monitor student's progress.

### Communication

*Sunrise Middle School will provide parents of participating children the following [Section 1118(c)(4)]: 1118(c)(4)(A)];*

- *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 also submit the parents' comments on the plan that will be available to the local education agency [Section 1118(c)(5)].*

-Monthly Newsletter  
-Parent Link  
-School Website  
-Flyers  
-Announcements

## **Accessibility**

***Sunrise Middle 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)]***

ESOL Department services to translate documents
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## **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 1118(d)].***

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

## **Adoption**

**This School Parent Involvement 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.**

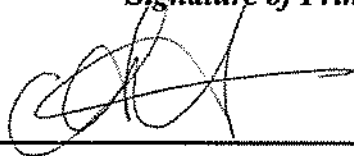
**This plan was adopted by the school on 04/14/2019 and will be in effect during the 2019-2020 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before October 30, 2019.**



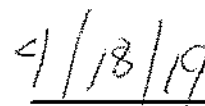
*Signature of Principal*



*Date*



*Sac Chairperson*



*Date*