

FORT CAROLINE MIDDLE SCHOOL

Title I, Parental Involvement Plan

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: Fort Caroline Middle School is dedicated in the partnership with families and the community. Fort Caroline Middle School will provide quality educational opportunities that will inspire students to achieve while motivating them to become lifelong learners, through technology oriented curriculum that will enhance global consciousness and developing skills for the 21st century workforce.

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

Response: Parents were be invited to the Parent Involvement meeting to collaborate with the school on the development of the parent involvement plan. This meeting focused on generating ideas regarding activities and events to help strengthen their understanding of Title I program .

Parents will also be invited to attend quarterly parent meetings with a focus on academic services that are being offered to their student(s) and to inform them of ways they can support school initiatives. In addition, parents will be invited regularly to attend monthly SAC meetings in order to obtain feedback and to be updated about the implementation of planned activities. All meetings will be held in the evenings.

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)].

count	Program	Coordination
1	Individuals with Disabilities Education Act (IDEA)	Parents will be provide with procedural safe guards to ensure that their child is in the least restrictive environment. Parents will learn about supplemental instructional support during the development of the students IEP.
2	Advancement Via Individual Determination (AVID)	Parents will be encouraged to attend AVID activities and events as a means to obtain knowledge about career and college readiness, in order to begin preparing their middle school students for their next level of education.
3	International Baccalaureate (IB)	Parents will be provided with information regarding the middle year's program and strategies to utilize at home to help their child's global perspective of education.

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	Create flyers, agenda, handouts	K. Fileger/ S. Swift	September 2015	Sign-in sheets Parent Evaluation/Comment Forms
2	Develop agendas, documents, and evaluation materials for meeting	K. Fileger	September 2015	Sign-in sheets Parent Evaluation/Comment Forms
3	Advertise/publicize events	K. Fileger	September 2015	Sign-in sheets Parent Evaluation/Comment Forms
4	Finalize plan from parent input	K. Fileger/ S.Swift	September 2015	Parent feedback and notes, revised plan
5	Develop a calendar of parent activities	K. Fielger/ S.Swift	September 2015	Activity calendar of trainings and activities
6	Maintain documentation	K. Fileger/ S. Swift	On-going	Sign-in sheets Parent Evaluation/Comment Forms

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: The following meetings and resources will be offered in the morning and evening: Parents will have the opportunity to participate in morning or afternoon sessions of parent meetings. Parents will be able to check-out educational materials throughout the school year. These resources will be available for check-out daily during the hours of 8:30am-10:00 am and 3:30pm-5:00pm.

Parents will also have the opportunity to attend monthly School Advisory Council meetings. During these meeting parents as well as stakeholders can provide input as well as feedback on the progress of 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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Annual Title Meeting	K. Fileger, Assistant Principal	To increase the number of active parents and students that utilize services within the school.	September 2015	Sign-in sheets Parent Evaluation/Comment Forms
2	Open House Face to Face	M. Shelton, Principal Classroom Teachers	To increase parent/teacher communication	September 2015	Sign-in sheets Parent Evaluation/Comment Forms
3	AVID Test Taking Strategies	T. Shakesphere, AVID Coordinator	Parents will learn information on research based strategies to assist their children at home in preparation for testing	November 2015	Sign-in sheets Parent Evaluation/Comment Forms
4	Guidance Night	N. Turner, School Counselor S. Swift, School Counselor	Educate parents on promotional requirements and parents with CHOICE information	December 2015	Sign-in sheets Parent Evaluation/Comment Forms
5	Literacy & Math at the FORT	Literacy and Math Instructional Coach	Provide parents with strategies and best practices for helping their child in Reading	January 2016	Sign-in sheets Parent Evaluation/Comment Forms
6	AVID Parent Night	T. Shakesphere, AVID Coordinator	Parents will learn research based strategies to assist their child in home preparation for upcoming test	March 2016	Sign-in sheets Parent Evaluation/Comment Forms
7	Transiting to High School	N. Turner, School Counselor S. Swift, School Counselor	Parents will receive information to assist in making preparing for the transition to high school	April 2016	Sign-in sheets Parent Evaluation/Comment Forms
8	Family Game Night	M. Shelton, Principal K. Fileger, Assistant Principal	Parents will learn how board games and family time, enhances communication	May 2016	Sign-in sheets Parent Evaluation/Comment Forms
9	Parent Resource Center	Simmons, Parent Liaison	Increase the use of resources and information to assist parents.	Ongoing September 2015- June 2016	Parent Sign in and out logs

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	Effective Communication Through Open Lines	M. Shelton, Principal	To increase student achievement through the increase of parent involvement and participation. Teachers will view the parent compact and its purpose.	September 2015	Contact logs and signed compacts
2	AVID Strategies	T. Shakesphere, AVID Coordinator	Achievement will increase with the use of a united implementation of expectations and support levels for parents and students.	September 2015	Sing-In Sheets Agenda,

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: Parents will have access to parent resource center in the media center from 8:30am to 10am and 3:30pm- 5:30pm. Parents will have total access to parental involvement computer to assist students with projects and assignments, research and students grades. Educational games. Books, and software are available for check-out. Parents will be directed to O. Simmons, Parent Involvement Liaison in order to check out materials. A sign in log will be kept to measure effectiveness and utilization of the parent resource center.

In addition monthly parents nights, events, and or activities have been schedule to keep provide parents with the opportunity to be actively involved and participate.

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: Fort Caroline Middle School will provide parents with information about programs and services that will be offered throughout the school year. Parents meetings, events, and workshops will be advertised using flyers, newsletter, school messenger, school website and was posted on the marquee. Additional copies will be made a placed in main office for parents.

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)].

Response: In an effort to encourage the participation of all parents and students, notifications such as monthly newsletters, flyers, School Messenger, and the school's website are utilized to invite parents and students to upcoming events and activities. We will utilize TransAct to provide information to the parents of ESOL students.

The school population of ESOL students is predominantly Spanish, Haitian, and Creole speaking. We will make a concerted effort to provide an interpreter for parent meetings, events, and activities to ensure parents have a defined understanding of how they can assist their child in academic success. When interpreters are not available we will utilize the support of faculty and staff of Fort Caroline.

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	Literacy & Math at the FORT	Ms.McNeil/Mrs. Giroux	Improvement in reading and Math scores	January 2016
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)];	Parent/Teacher Conference	Ms. Shelton	Improvement of grades	On-going

Upload Evidence of Input from Parents

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

[Uploaded Document](#)

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.

[Uploaded Document](#)

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	College Preparation	2	104	Created expectation and positive experiences to create positive outlooks towards possibility of attending college in opportunity of college attendance
2	Transitioning to High School	4	73	Parents recieved strategies and look for in transitioning their students to high school.
3	Guidance Night	5	16	Parent will be educated on promotional requirements and best practices to promote post secondary readiness.
4	Common Core/Testing Strategies	9	114	Provided parents with information about transitioning to the new assessment as well as test taking strategies and support for current FCAT

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
1	Effecticve Communication	2	25	Student achievement increases as effective communication between stakeholders is enhanced in support of the student
2	AVID Strategies	3	31	Achievement increases as uniform methods are implemented through out the school

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	The fluid change of telephone numbers and address, causes a barrier in being able to effectively communicate with parents.	Fort Caroline Middle School will provide multiple means of communication with parents. Parent meetings and events will be displayed on the marquee. There will be a parent call out via school messenger. Parents will receive flyers and information will be loaded on school website.