

School Name: FAIRVIEW MIDDLE SCHOOL Title I, Part A Parent and Family Engagement Plan

I, **SCOTT HANSEN**, 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].

Signature of Principal

Date Signed

Mission Statement

Parent and Family Engagement: Mission Statement (Optional)

Response:

Fairview Middle School believes safety and student learning are tandem for successful quality education. A school where Administrators expect, workshop, and provide examples of safety practices to faculty, staff, and students. Faculty and Staff who know safety expectations and incorporate practices in their classrooms and throughout the school building. Students know safety is an expectation from all adults, and practice safety daily at Fairview. A highly effective

teacher in each classroom meeting students at their respective level and modality of instruction. Teachers who are aware all learners receive information differently and effectively practice each modality to reach each student. Students need not only demonstrate mastery, but also be actively engage in problem solving and learning in a variety of methods each day. All stakeholders are aware that safety and student engagement in a student centered active environment are imperative for learning to take place. Students, Parents, Teachers and the entire Fairview Family share in the responsibility for the school's mission.

The Fairview Middle School Family consists of students, parents, staff and community members. The Family will work together to prepare students to be responsible, respectful, and independent learners who will grow in his/her intellectual, physical and emotional development in a way that increases academic performance and encourages student and school success.

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 [Sections 1116].

Response:

- Parents will be notified of and invited to activities going on within the school through list serve, Fairview Website, Fairview Facebook, and Edmodo.
- The Fairview School Advisory Council will meet to plan, review, and provide input into the school's Family Engagement Plan and the School Improvement Plan.
- The School Advisory Council will approve the Family Engagement Budget, along with the School Improvement Budget.
- The School Advisory Council will review the school grade, progress monitoring data, and the SPAR (School Public Accountability Report).

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].

count	Program	Coordination
1	Title I	Funds: to hold parent workshops concerning Elementary to Middle Articulation and Middle to High Articulation. Parent workshops on curriculum and assessments. Funds to train teachers on strategies that will support student achievement.
2	Title II	Funds will be used for staff development where staff members will discuss expectations and plan strategies to share with parents.
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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].

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Develop agenda, handouts, and or presentation materials that address the required components.	Administration	August	Copies of Agendas and handouts, PowerPoint
2	Develop and disseminate invitations	Administration and teachers	August	Posting on school website, list serve, Facebook
3	Publicize event	Administration	August	Posting on school website and marquee
4	Develop sign-in sheets	Administration	August	Copies of sign in sheets
5	Maintain documentation	Administration	August	Title I file

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].

Response:

- Quarterly meetings are offered to the parents to whom the information will affect. These meetings are offered in the evenings and the agenda, with notes, is uploaded to listserv the following day.
- SAC meeting take place monthly at 5:30pm. We often schedule these meetings to coincide with other FMS events to maximize time spent at school.
- Opportunities for volunteering are sent through the FMS listserv, FMS Facebook page, quarterly newsletter, and teacher Edmodo pages.

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].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Sixth Grade Family Game Night	Administration		November 29, 2018	Less "down time" minutes logged for sixth grade students.

			Increase of student and teacher rapport		
2	Report Card Night	Administration	Increase of student grades	January 10, 2019	Increase of student grades
3	Curriculum/Florida Standards/Grade Level Expectations	Teachers	Parents will be familiar with what is required for students to be successful.	August 2018 and ongoing	Open House sign-in sheets, Progress Reports, Parent emails, and Parent Conference documentation
4	Standardized Testing Information	Assistant Principal/Teachers	Parents will become familiar with the FSA testing format and with strategies to help their child to be successful on the test.	January 10, 2019 (alternate meeting date January 24, 2019)	Agenda and sign-in sheet
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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].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Teacher Training on effective forms of communication, on communicating discipline information with parents, and on sharing district requirements with parents. -	Principal/assistant principals	Teachers will be able to communicate better with parents to help them facilitate their child's academic success	Monthly during Professional Learning Communities	Agendas/Parent Surveys/Documentation of Right to Know letters
2	Book Study	Administration/assorted teachers	Teachers will learn and share strategies for increasing student success in the school environment	Professional Learning Communities	Agendas
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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].

Response:

- Administration is currently looking at previous year's data (test scores, concerns, and technology) to develop parent resources specifically for Fairview. Resources to include but not limited to access to technology, matriculation to high school and college, school technology offered at home
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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].

Response:

- Parents will receive information about the Title 1 program at the school Open House, 21st Century Workshops, and Parent Partnership workshops. Additional information will be provided in the FMS Newsletters, via listserv and Facebook.
 - The Right to Know letters and the Parent Compacts are available through the Fairview website, list serve, and hard copies as needed.
 - Parents will learn about the curriculum, forms of assessment, and proficiency levels during Open House, parent meetings, individual parent conferences, and communication through list serve, FOCUS Portal and Edmodo teacher posts.
 - Parents are invited to participate in SAC and are given the opportunity to give input to the Parent Involvement Plan and School Improvement Plan through annual Climate Surveys and Title 1 Surveys.
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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.

Response:

- For those students who have limited English proficiency, FMS offers Spanish translation by school personnel or by translation software.
- For other languages, we can use the translation software or we contact the district ELL department to provide an interpreter.
- For those with physical disabilities, the school is accessible through modified ramps and automatic doors.

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.)

count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
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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.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Open House	1	190 families signed in	Parents would be knowledgeable of academic expectations
2	Parent Partnership Workshops	4	10% of the FMS families were represented	Parents would be knowledgeable of grade level expectations
3	21 st Century & Title I Collaborative Parent Workshop	9	315 parents (for the year)	Parents will receive knowledge from our community Partners.
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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:

- We ensure that we will have staff to assist in communicating with the parents.
- Meetings are held in locations that are easily accessible.

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 1116 (e)(3)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Teachers participate in monthly PLC where they share ideas on how to improve parent involvement	1	38	Increased student achievement
2	Data Chats with Teachers	1	42	Teachers are aware how to discuss a student's performance on the standardized tests taken the previous year.
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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].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Language barriers	Send home notes in translated version and secure translators as needed for parent contact
2	Inconsistent method of parent contact as phones numbers change frequently	Teachers update Parent Portal weekly, Teachers post lesson plans weekly to Edmodo, Notes on sent on Edmodo, Facebook, and listserv reminding parents to update their contact information.
3	Technology barriers	Parents are put in touch with guidance to access discounted internet services, and able to check out laptops as needed

Please submit to the Title I office on October 19, 2018, the evidence of input from parents/family members.

Evidence of Input from Parents/family members

Evidence of parent input in the development of the plan. (SAC agenda, sign in sheets, minutes and other document with parent input.

Parent-School Compact

Note: As a component of the school-level parent and family engagement 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 1116(d)].

Submit Parent-School Compact with principal signature.

Evidence of Parents/family members in development of Parent-School Compact

Note: As a component of the school-level parent and family engagement 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 1116(d)].

Evidence of parent input in the development of the compact.