

## Roulhac Middle School Title I, Part A FAMILY PARENT ENGAGEMENT PLAN 2020-2021

I, Nancy Holley, 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 school wide 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)].

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Signature of Principal or Designee

Date Signed

### Mission Statement

Parental Involvement Mission Statement (Optional)

**Response:** The mission of Roulhac Middle School Title I Parent Involvement Plan is to provide the resources necessary for all parents to function as informed partners in their child's education. Our desire is to promote positive attitudes within all aspects of the school and to ensure that all parents/guardians feel welcome as partners in the learning environment.

## 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:

-A Title I Parent Involvement/School Advisory Committee Member Meeting will be held in the 3<sup>rd</sup> semester to establish priorities of a collaborative effort in support of a safe orderly and productive learning environment. The committee will work to review and jointly to gather feedback for the 2021-2022 School Improvement Plan. As well, the committee will determine priority campus and community activities to involve all stakeholders of our organization in the academic and social development of every student. Also, recommendations for future parent involvement meetings and training opportunities were gathered to establish a year-long calendar of events.

-A Title I Annual Parent Involvement Meeting will be held in September to review the Parent Involvement Plan, and to continue discussion about parent involvement meetings and trainings.

-Parents are encouraged at meetings to contact the school about concerns and recommendations for parent involvement throughout the year.

-An Annual Title I Parent Involvement Review Meeting will be held in May of 2021 to communicate with all families, recommendations of our social media portals and face-to face gatherings between home and school will be surveyed. Participation of all committee members is welcomed.

## 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	Title 1	LEP, migrant, disabled and homeless students have equal access to school services to meet their needs.
2	Public School Choice Option	Parents were given the opportunity to participate in Public School Choice Option
3	ESEA	An annual evaluation of the PIP will be held involving parents. Future parent trainings will be discussed to gain feedback as to what is needed to help parents at home.
4	Section 1118	Programs will be chosen with the desire to engage both parents in home/school activities as well as students in activities targeting academic and emotional needs of the student.
5	Section 1118	Title 1 and SAC parent meetings will serve as the main forum for sharing and attaining information and for making joint decisions.
6	Section 1118	The title 1 coordinator will ensure review and updates of the school-level PIP to ensure compliance and to make amendments to the plan.

## 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	Advertise the meeting through a variety of media	Administration	1 week prior to meetings	Attendance
2	Provide a sign-in sheet	Administration	At meetings	Attendance
3	Prepare an agenda and handouts	Administration	1 week prior to meetings	Completion
4	Presentation to share about parent involvement	Administration	1 week prior to meetings	Product
5	Encourage parents to engage other parents in family events	Administration	ongoing	Attendance
6	Utilizing electronic sign to communicate with stakeholders of family/community events	Administration	ongoing	Attendance
7	Provide opportunity for feedback	Administration	Ongoing, surveys in January	Comments
8	Utilize school website to communicate family and community events	Administration	ongoing	Product
9	Utilize school parent link system to communicate family and community events	Principal Holley	ongoing	Log Of Calls
10	Utilize school parent remind system to communicate family and community events	Principal Holley	ongoing	Remind Log
11	Utilize school social media pages to communicate family and community events	Administration	ongoing	Product

## 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:

1. All events will be announced and advertised via a variety of communication portals at least one week prior to the meetings. Written announcements will be sent home informing families of

activities and will include a Spanish interpretation of the event when needed. First event: Dads Take Your Child to School Day in conjunction with FLDOE.

2. A contact number to call will be offered in the written advertisements if anyone will be attending who needs an interpreter or other accommodations.

3. Parents will be asked on the survey to rate days and times which are more convenient for family activities. This information will be utilized to develop 2019-2020 school events in an effort to include all families. Also, data will be collected to inform the school of primary social media needed for communication; FOCUS Calendar, Parent link, Facebook, website, Remind, and other apps.

## 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	Grade 6-8 Orientation/ open house	6 <sup>th</sup> grade/ administration	Provisions to parents of school and classroom expectations	August 2020	Sign-in sheets
2	Pre-Title 1 Parent Involvement and School Advisory Meeting	Administration	Make decisions about the programs to provide information to parents through parent involvement activities and to present school academic data	September 2020	Sign-in Sheets/feedback
3	Title 1 Annual Parent Involvement and School Advisory Meeting	Administration	Share school information, explain parent trainings and make decisions about future meetings	September 2020	Sign-in Sheets/feedback
4	Bring your Dad to School Day	Teacher Leader/Administration	Building healthy relationships	September 25, 2020	Feedback sheets
5	Avid Parent Night	Avid teachers/Coordinator	Provide information to students on issues and how to react.	April 2021	Sign-in Sheets/feedback
6	Annual Title 1 Parent Involvement Review meeting	Administration	Inclusion of parents in making early decisions about how to improve parent involvement in the upcoming school year and to get feedback from parents about staff training needs they suggest	May 2021	Sign-in Sheets/feedback
7	Coordination with CHS about informing parents about scholarship opportunities for which to prepare(8 <sup>th</sup> grade only)	Guidance Counselor/Administration	Increase the number of students able to attend college	May 2021	Onset of this information

## 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	New Teacher Induction Program	Administration/Instructional Coach	Inclusion of information on how to work effectively with parents	Ongoing throughout year (for new teachers only)	Feedback from staff and parents
2	IXL Training/Learning Ally	Mrs. Sowell/Academic Analyst	Students will be able to better utilize IXL in class for additional support and remedial purposes.	Ongoing	Feedback from staff and parents
3	AVID Showcase	AVID Team/ RMS Staff	Students will better understand strategies for learning and have a greater impact on their own individualized success.	Monthly 2020/2021	Feedback from staff
4	FLVS Training	WCSD Faculty & Staff	Building relationships with students that positively impacts academic performance.	August 2020	ePDC Exercise Feedback
5	Active Shooter Training	WCSD Faculty & Staff	Keeping students safe physically while they are in our care.	August 2020	ePDC Exercise Feedback
6	Clear Touch Training	District Technology Coordinator	Increases Student Academic Performance.	August 2020	Feedback from staff
7	Youth Mental Health	District Safety Coordinator	Building relationships with students that positively impacts academic performance.	August 2020	Feedback from staff

## 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: Other activities which occur throughout the year to involve parents and families in their child's school experience are Student Council Induction, Winter and Spring Band Concerts, Spelling Bee Contests, a variety of AVID events (including a showcase visit), And End of Year Awards Programs for each grade level.**

**Parents are strongly encouraged to access the school parent FOCUS portal as well as school web-site which include direct e-mail access to staff, information about sports activities/school events, and valuable resources and websites to be used by students and families.**

**In our school office, free books on helping students with homework and other needs are available.**

**At the end of the school year, Eighth Grade students, along with their parents, are able to meet with high school advisers to plan for the next school year. Parents are encouraged to shadow their child throughout a school day if needed and are welcome on campus through arranged visits.**

**Each student has a planner so that there can be a student-teacher-parent connection. Students are also issued a school calendar which highlights all important dates and activities including parent involvement related events.**

**Activities which have occurred at the school are often shared with local news sources for parents to learn about school events.**

**The Media Center will begin to develop a Parent Information Center with books, computer access, manuals, and other resources for middle school education.**

## **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 school wide 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:** --Information about Title I programs and meetings will be advertised through written announcements sent home to RMS parents on colored paper (including a Spanish interpretation of the event and a contact number to call if anyone will be attending who needs an interpreter or other accommodations) The meetings will also be advertised via the school electronic sign, school website, social media, and parent link phone message and texts.

-Parents will be asked on a survey to rate times which are more convenient for trainings, and then a variety of days and times will be considered for trainings.

-Parent link phone messages and text messages will be sent to inform and remind parents of meetings and activities.

-The school website, front office (physical copy) flyers, as well as parent portal will provide a monthly calendar of school events and will display upcoming parent involvement meetings and training.

-At the Annual Title I Parent Involvement Meeting information will be shared about school assessments (including proficiency levels expected of students), future FSA test dates, school course offerings/curriculum, and current FSA school data.

-When school data information is requested, parents are informed of the Florida Department of Education website.

-At all Title I Parent Involvement/School Advisory meetings, parents are encouraged to give and call about parent involvement suggestions and concerns.

-The LEA will be informed of Parent Involvement concerns related to dissatisfaction at the school site.

-Add surveys to websites in both languages. Have options on surveys.

-The online parent portal will be used to communicate student information such as absences, grades, and discipline.

-Parents may contact the front office to set parent teacher conferences.

-The 2020-2021 School Planner includes the updated and approved School/Parent/Student compact for this school year. The planner can also be used as an easy communication tool for parents and teachers.

## **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:**

-Childcare will be advertised and provided for two or more out-of-school day trainings.

-Information about Title I programs and meetings will be advertised through written announcements sent home to RMS parents (including a Spanish interpretation of the event and a contact number to call if anyone will be attending who needs an interpreter or other assistance).

-Parents will be asked on a survey to rate times which are more convenient for trainings, and then a variety of days and times will be considered for trainings.

-Parent link phone messages will be sent to inform and remind parents of meetings and activities.

-Trainings opportunities will be advertised in the local papers and on-line papers, district and school websites, and other social media tools.

-The school website and parent portal will provide a monthly calendar of school events and will display upcoming parent involvement meetings and trainings. A hard copy of calendar is available in the RMS Front office.

-The school sign will advertise upcoming parent involvement meetings and trainings.

## 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	Correlation to Student Achievement	Timeline
1	Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];and	Parent input about how staff can be more involved with parents at each meeting.	Administration	Better teacher-student relationships which will enhance student performance	Ongoing
2	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Encouragement for parents to invite other parents to activities and meetings	School staff	Increased parent involvement	Ongoing
3	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)];	Survey about time and date preferences	Title I coordinator /Staff /parents	Increased attendance	November
4	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Advertising parent activities to community and inform LEA of training dates so information can be provided to Christian schools and home school students	Title I Coordinator	Community involvement	Ongoing

## Upload Evidence of Input from Parents

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

INCLUDE COPIES OF ANY AGENDAS/SIGN IN SHEETS WITH THIS DOCUMENT THAT ADDRESS THIS

## 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)].

Include a copy of the approved of the Parent-School Compact.

## 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)].

### INCLUDE ANY AGENDA/SIGN IN SHEETS AND ANY MINUTES 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	Correlation to Student Achievement
1	Grades 6-8 Open House	1	304	Provision to parents of school and classroom expectations
2	Title I Parent Involvement and School Advisory Meeting	1	11	Make decisions about programs to provide information to parents through parent involvement activities and to present school academic data
3	Title I Annual Parent Involvement and School Advisory Meeting	1	8	Make decisions about programs to provide information to parents through parent involvement activities
4	FAIR/benchmark/test reports given to parents after each assessment	2	468	Provide data to parents to keep them informed of reading progress
5	Annual Veterans Day Program	1	54	Allows for parents and the community to come to the school for a program that showcases our students while also honoring the veterans.
6	Annual Black History Program	1	27	Allows for parents and the community to come to the school for a program that showcases our students while also honoring black history.
5	Annual Title I Parent Involvement Review Meeting	1	0, Cancelled due to Covid 19	Inclusion of parents in making early decisions about how to improve parent involvement the following school year and to get feedback from parents about staff training needs they suggest
6	Coordination with CHS about informing parents about scholarship/schedule/certification opportunities for which to prepare	2	0, Cancelled due to Covid 19	Increased number of students able to attend high school and sign up for rigorous courses in a certification field
7	AVID Parent Night	1	0, Cancelled due to Covid 19	Students interview for and are accepted into the AVID elective
8	Annual Corn Hole Tournament	1	0, Cancelled due to Covid 19	Parents and students come to school for a night of fun and friendly competition to know that school is a fun/safe/comfortable place to be.

## 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	Correlation to Student Achievement
1	District Inservice: Family Conditions Impacting Education	2	34	Provide information to staff about issues and concerns among families and the relationship to school performance
2	Printed literature given to staff about how to better work with parents	1	34	Provide information to staff of reminders of ways to better communicate and work with parents
3	New Teacher Induction Program	1	1	Inclusion of information on how to work effectively with parents

## 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	Activities that take place during the work day have less attendance	Work in an "after work" opportunity for the same information to be delivered
2	Some trainings were poorly attended	Starting to pair meetings with activities such as Talent Show/sports games this year (which created our highest attended meeting).

## 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
1	Attendance	Starting to pair meetings with activities such as Talent Show/sports games this year (which created our highest attended meeting).
2	Bringing parents to campus	Offer the opportunity for the parent to bring/deliver/come to lunch with their child while sharing the information through flex class so the working parent can utilize their lunch break to visit the school