

2010-2011 Jefferson Davis Middle School Parental Involvement Policy/Plan

In support of strengthening student academic achievement, each school that receives Title I, Part A funds must develop jointly with, agree on with, and distribute to, parents of participating children a written parental involvement policy that contains information required by section 1118(b)(1) of the Elementary and Secondary Education Act (ESEA). The policy establishes the expectations for parental involvement and describes how the school will implement a number of specific parental involvement activities, and is incorporated into the school wide Title I / School Improvement Plan submitted to the Florida Department of Education (FDOE) as required in Section 1114(b)(2) of ESEA.

ASSURANCES

Jefferson Davis Middle School agrees to:

- 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(a)(3)(B)];
- 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)];
- 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)];
- 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)(2)(E)];
- Inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Centers (PIRC) in Florida, i.e., PIRC of Family Network on Disabilities in Florida (FND) and PIRC at University of South Florida (USF) [Section 1118(g)];
- 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

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- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals, as described in Section 1111(h)(6)(A) [Section 1111(h)(6)(A)].

Parental Involvement Mission Statement:

Jefferson Davis Middle School is committed to making parents feel welcomed and valued. Our mission is for families to gain specific skills of volunteer work and self confidence in ability to work with children.

1. 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)].

Jefferson Davis Middle School is dedicated to work collaboratively with parents to plan appropriate strategies to meet the needs of the students. Parents will be allowed to provide input in the decision-making process and development of all Title I activities related to the school. Parents will be invited to become active members of the School Advisory Council (SAC). At SAC meetings parents will be provided information regarding the some of the school's Title I allocation. At the end of the year, a survey evaluation will be conducted to be completed by parents, staff, and students. The analyzed disaggregated data from the evaluation will be used as an evaluative tool to evaluate the parent involvement program.

2. 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, Reading First, 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)].

Program	Coordination
Section 504 Plan	Accommodations and modifications -a plan of instructional services for students in the general education setting.
Individual with Disabilities Education Act (IDEA)	Additional instructional support is provided by the school. Parent input is strongly urged throughout the development of the students' IEP
Achievers for Life	Achievers' for Life supports the student to overcome any barrier that may cause distractions to the learning

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	process.
Learning to Finish	The Learning to Finish Early Warning System and Targeted Intervention Strategies of Off-Track 6 th Grade Students supports the students who are represented by one or more warning indicators such as; failing grades in reading or math, a level one on the FCAT Reading or Math, and absent 10 or more day within a nine week grading period.

3. 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), Adequately Yearly Progress, school choice, supplemental education 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)].

Activity/Task	Person Responsible	Timeline	Documentation/Evaluations
Annual Public Title One Meeting	Administration R. Jones- Title I Liaison Teachers	TBA	Agenda and Sign-In Sheets
Announcements (Website, Parent Link, and marquee)	Kenny Annis Randall Kizer Mr. Gilbert	Ongoing throughout the year	Parent Link Report Copies of website and marquee changes.
Title One acknowledgement during open house	Mrs. Singleton	September 16, 2010	Agenda and Sign-In Sheets
Public meeting announced in school newsletter	R. Jones- Title I Liaison	Ongoing throughout the year	School Newsletter

4. 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)].

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Scheduled meetings will be held at various times during the day or evenings to better accommodate parents. For example, there will be afternoon family involvement activities beginning at 6:00pm for families that work until afternoon hours. There will also be family involvement activities beginning at 9:00am for individuals with later work shifts. Jefferson Davis Middle will host school several academic literacy trainings where childcare will be provided, when needed. Teachers will hold conferences, by team, with parents of children in their classrooms. Parents will be given a summary of the students' test scores and an explanation of the interventions that teachers are using to assist the child in reaching achievement goals. Parents are encouraged to engage in discussion of how they can support these efforts.

5. 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)].

Content	Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Curriculum	Open House	Assistant Principal of Curriculum, House Administrators, Principal Classroom Teachers	School and individual classroom expectations, orientation, how to access teachers and school administrators	September 16, 2010	Sign In Sheets
Pre-Collegiate Academy	Parent Meeting / College Strategies	Rhonda Jones Pre-Collegiate teachers	Parents will be enlightened about various college opportunities and methods of enrolling their children.	January 2011	Agenda and Sign In Sheets
Reading/Literacy	Parent Meeting	All Administrators Classroom Teachers	Parents will be trained in specific readings strategies to help their child.	November 2010	Agenda and Sign In Sheets
Parent Portal Training	Parent Meeting	All Assistant Principals	Parents will be trained in how to access student class grades and attendance information.	October 2010 through January 2011	Agenda and Sign In Sheets

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Parent Awareness College Readiness Night	Parent Meeting / College Strategies	Teachers Administration Coaches School Counselor	Parents will be enlightened about various college opportunities and methods of enrolling their children.	April, 2011	Agenda and Sign In Sheets
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6. Describe the training the school will provide to educate its 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)].

Content and Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
Cultural Awareness/ Teacher Meeting	6 th , 7 th , and 8 th grade Administrators	Provide updated data to staff on the various demographics represented in the school to increase awareness of the variety of cultures of the students enrolled and ideas on how to implement strategies to encourage academic success	September 13, 2010	Progress Reports and Report Cards. September meeting agenda and sign in sheet
A quarterly newsletter distributed to students that include information on how to involve parents	Title I Liaison, Teachers for distribution	Encourage student and parent work/academic relations.	Monthly throughout the year	Progress Reports and Report Cards Newsletters

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7. 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 child [Section 1118 (e)(4)].

Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
JDMS Spring Parent Showcase	Principal, Leadership team members	March 2011	PowerPoint slides, Sign in sheets, Photos

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

Parent will be invited via parent link and news flyers to Title I parent involvement activities. Using various methods of communication such as Open House, parent conferences and Title I informational meetings, parents will be given the opportunities to ask questions to help their understanding of all items discussed at the annual Title I Public Meeting. FCAT data will be shared along with status of AYP through the school newsletter and on the school website.

9. 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)].

Parents of Jefferson Davis Middle School students will be sent notification of the school parent involvement plan (SPIP) in the school's newsletter. Copies of the SPIP are made available in the main office and in the sixth, seventh and eighth grade administrators office. Spanish translators will be made available when needed.

Discretionary School Level Parental Involvement Policy Components

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- ✓ Check if the school does not plan to implement any discretionary parental involvement activities.

Check all activities the school plans to implement:

Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e) (6)];
 Providing necessary literacy training for parents from Title I, Part A funds, if the school LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)];

Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions [Section 1118(e)(8)];

Training parents to enhance the involvement of other parents [Section 1118(e) (9)];

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)];

Adopting and implementing model approaches to improving parental involvement [Section 1118(e) (11)];

Establishing an LEA-wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs [Section 1118(e)(12)]; and

Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e) (13)].

10. Describe how each discretionary activity checked above will be implemented.

Activity	Description of Implementation Strategy	Person Responsible	Correlation to Student Achievement	Timeline

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School-Parent Compact:

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 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 a copy of the School-Parent Compact and evidence of parent input in the development of the compact.

Adoption

This policy was adopted by the school on 09/22/10 and will be in effect for the period of 09/22/11. The school will distribute this policy to all parents of participating Title I, Part A children on or before 09/25/10.

(Signature of Authorized Representative)

(Date)

Provide evidence that the policy/plan has been developed with the input from parents.

Review of 2009-2010 School Parental Involvement Policy/Plan

1. Provide a summary of activities provided 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.

Content and Type of Activity	Number of Activities	Number of Participants	Correlation to Student Achievement
Conduct our annual Title I meeting to disseminate Title I brochures and handouts. The meeting will also address our school Title I Plan. *An invitation will be sent and phone calls will be made.	1	75	High. Teacher / Student Relations Vital to student achievement.
<p style="text-align: center;">Joint School/Parent Policy Development</p> Collect parent sign-in Sheets and minutes reflecting parent input and suggestions. *Post the policy on the school Website. *Disseminate the policy to parents at SAC meetings.	1	175	High. Teacher / Student Relations Vital to student achievement.

2. Provide a summary of the professional development activities provided by the school 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)].

Content and Type of Activity	Number of Activities	Number of Participants	Correlation to Student Achievement
Parents will view and discuss the school improvement plan and where their child's current achievement level is in relation to meeting that goal. Parents will receive a needs assessment from their child's math teacher. Parents will receive a needs assessment from their child's science teacher. Students will also participate in a	1	110	High. Teacher / Student Relations Vital to student achievement

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science and math night organized by the science and math department.		
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3. Describe the barriers identified that hindered participation by parents in parental involvement activities and the steps the school will take to overcome the identified 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)].

Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
Parents with limited English Proficiency	<ul style="list-style-type: none"> • Provide information in native language via translational materials
Parents with limited literacy or minimum formal education	<ul style="list-style-type: none"> • Provide tutoring programs for parent to support their efforts to understand the school communications.

4. Describe the parental involvement activity/strategy the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

Content/Purpose	Description of the Activity
Provide all staff, teachers, parents, and students with the school’s School-Parent Compact (<i>Commitment to Excellence Contract</i>) to identify activities and responsibilities for the education of all students.	Provide opportunities to review the School-Parent compact with parents at back to school nights/open house or other. Provide parents with information regarding school performance, curriculum, core content, student assessments, and parents’ rights.
Parent Portal Training	Parents had a hands-on experience locating the grades and/or achievement level of their child with a password using computers in the media center.

Review Rubric for 2010-2011 School Parental Involvement Policy/Plan

School Name: Jefferson Davis Plan Year: 2010-2011

Reviewer: Rhonda Jones Review Date: 9/25/10

Policy/Plan Components	YES (Page #)	NO
2009-2010 Plan Review		
Was evidence adequate to demonstrate that the PIP as developed jointly with and agreed upon by parents of children participating in Title I programs?	Page 7	
Is the PIP written in an understandable format and provided in a language parents can understand?	Pages 2-7	
Were revisions/updates to the plan made based upon the review of the 2009-2010 plans? Did the school address the barriers identified in the review?	Pages 8-9	
LEA Policy Mission Statement (optional)		
The mission statement should meet the following criteria: <ul style="list-style-type: none"> Explains the purpose of the parental involvement program; Tells what will be done; Includes beliefs or values; Is concise, free of jargon, and parent-friendly; and Inspires stakeholders to be involved and supportive of the program. 	Page 2	
1. 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)]. 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)].		
Strong Responses Include: <ul style="list-style-type: none"> Identification of the group responsible for the planning, review, and improvement of the Title I program; Description of the procedures selecting members of the group; Explanation of how input from parents will be documented; and Description of the process for schools to involve parents in the development of the required plans; and Includes 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)]. 	Pages 2-5	
2. 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, Reading First, 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)].		
Strong Responses Include: <ul style="list-style-type: none"> Identification of the specific federal program; and Description of how the programs were coordinated. 	Pages 5-6	
3. 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), Adequately Yearly Progress, school choice, supplemental education 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)].		
Strong Responses Include: <ul style="list-style-type: none"> Identification of specific activities or tasks; Identification of the person(s) responsible for completing the task; Timeline; and Description of the evidence the school will use to demonstrate the effectiveness and/or completion of the activity/task. 	Page 3	

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<p>4. 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)].</p>		
<p>Strong Responses Include:</p> <ul style="list-style-type: none"> • Description of the process the school will use to ensure that workshops/meetings are offered at a flexible times; and • Specific examples of the flexible schedule offered to parents. 	Page 2	
<p>5. Describe how the school will implement activities which 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 children to improve their children’s academic achievement [Section 1118(e) (2)].</p>		
<p>Strong Responses Include:</p> <ul style="list-style-type: none"> • Content of the session including each of the following: <ul style="list-style-type: none"> • The state’s academic content standards and State student academic achievement standards, • State and local academic assessments including alternative assessments, • Parental involvement requirements of Section 1118, and • How to monitor their child’s progress and work with educators to improve the achievement of their child. • Type of activities; • Correlation to student achievement; and • Reasonable and realistic proposed timelines. 	Page 4	
<p>6. Describe the training for staff the school will provide to educate its 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)].</p>		
<p>Strong Responses Include:</p> <ul style="list-style-type: none"> • Content of the session; <ul style="list-style-type: none"> ○ Value of parental involvement, ○ Communicating and working with parents, ○ Implementation and coordination of parental involvement program, ○ Building ties between home and school, and ○ Cultural sensitivity; • Type of Activities; • Specific correlation to student achievement; • Reasonable and realistic timelines; and • Method to determine the success and document completion. 	Page 5	
<p>7. 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)].</p>		
<p>Strong Responses Include:</p> <ul style="list-style-type: none"> • Identification of the type of activity; • Specific steps necessary to implement this activity; • Person(s) responsible; • Timeline; and • Method to determine the success and document completion. 	Page 5	
<p>8. Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]:</p> <ul style="list-style-type: none"> • 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 		

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<p>participate, as appropriate, in decisions relating to the education of their children[Section 1118(c)(4)(C)]:</p> <p>Note: 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)].</p>		
<p>Strong Responses Include:</p> <ul style="list-style-type: none"> • Process for providing information to parents; • Dissemination methods; • Reasonable and realistic timelines for specific parent notifications; and • Description of how the school will monitor that the information was provided. 	Page 6	
<p>9. Describe how the LEA 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 LEA 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)].</p>		
<p>Strong Responses Include:</p> <ul style="list-style-type: none"> • Process for translating information into a parent's native language; • Description of how the school will ensure that parents with disabilities have access to parental involvement activities and/or services; • Description of how the school will ensure that information is available to parents considering the fluctuating student populations; • Specific languages that information will be routinely provided; and • Process the school will use to monitor the dissemination of information to parents. 	Page 6	
<p>10. Describe how the discretionary activities will be implemented.</p>		
<p>Strong Responses Include:</p> <ul style="list-style-type: none"> • Content of the session including the following: <ul style="list-style-type: none"> ○ Involve parents in the development of staff training, ○ Offer literacy training, ○ Pay reasonable and necessary expenses to conduct parental involvement activities, ○ Train parents to help other parents, ○ Adopt and implement model parental involvement programs, or ○ Develop roles for community organizations and/or businesses in parental involvement activities; • Type of activity; • Specific correlation to student achievement; and • Reasonable and realistic timelines. 	Does not plan to implement	
<p>School-Parent Compact</p>		
<p>Does the School-Parent Compact include all required components:</p> <ul style="list-style-type: none"> • Description of the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables children to meet the State's student academic achievement standards; • Identification of ways parents will be responsible for supporting their children's learning (for example, monitoring attendance, homework completion, or television watching; volunteering in their child's classroom; and participating as appropriate in decisions relating to the education of their children and positive use of extracurricular time); and • Highlight the importance of communication between teachers and parents on an ongoing basis through, at a minimum— <ul style="list-style-type: none"> ○ Parent-teacher conferences in elementary schools, at least annually, during which the compact will be discussed as it relates to the individual child's achievement; ○ Frequent reports to parents on their child's progress; and ○ Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities [Section 1118(d), ESEA]. 	Page 7	

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Review of the 2009-2010 Policy/Plan		
Did the school include a copy of the review of the 2009-2010 policy/plan?	Pages 8-9	
Did the review include all required components? <ul style="list-style-type: none"> • A summary of the results of the activities conducted for parents; • A summary of the staff training activities; • Identification of barrier which hindered participation by parents in parental involvement activities (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); and • Description of how the school will use the information gathered from the review to design strategies for more effective parental involvement policies. 	Page s 4-5	

Additional Comments or Concerns:
