

South Sumter Middle School
2019 Title I Part A;
Parent and Family Engagement Plan

Contents

| | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| Attestation:..... | 3 |
| Assurances..... | 3 |
| Mission Statement..... | 4 |
| Involvement of Parents | 4 |
| Coordination and Integration | 4 |
| Annual Parent Meeting..... | 4 |
| Building Capacity | 5 |
| Staff Training..... | 5 |
| Other Activities | 6 |
| Communication | 6 |
| Accessibility | 6 |
| 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:..... | 6 |
| Evaluation of the previous year's Parental Involvement Plan | 7 |
| Building Capacity Summary | 7 |
| 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)]. | 7 |
| Best Practices (Optional) | 7 |
| Appendix A Evidence of Parents Input in Developing the Plan | 8 |
| Appendix B Parent/School Compact..... | 8 |
| Appendix C Evidence of Parent Input in Developing the Compact..... | 8 |

Attestation:

I, _____, 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)].

Signature of Principal or Designee

Date Signed

SSMS will teach with commitment and conviction to provide all students with opportunities to achieve college and career success in a global community through rigorous instruction, forward thinking, and research based strategies that will equip each student with the skills necessary for college, careers, and life.

Mission Statement

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)].

South Sumter Middle School will involve parents in the planning, review, and improvement process for Title I through the School Advisory Council, related committees, school newsletter, and school website.

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)].

| Program | Coordination |
|------------------------------|---------------------------------|
| School Newsletter | Monthly |
| School Website | Ongoing- throughout school year |
| AVID Contract Signing Night | August |
| AVID College and Career Fair | Fall/Spring |
| SRO- "Know the Law" | Yearly |
| Career Day | Yearly |
| Parent Conference Night (2) | Fall |

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), 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)].

| Activity/Task | Person Responsible | Timeline | Evidence of Effectiveness |
|-------------------------------------|----------------------------------|-------------|----------------------------------------------------|
| Title I Annual Parent Meeting (PAC) | Sumter School District | Fall/Spring | Parent Volunteer Input |
| School Newsletter | Title I Contact | Monthly | Distribution of Monthly Newsletter/Parent Feedback |
| School Website | Title I Contact/Website Director | Monthly | Parent Feedback |
| SAC/Parent Advisory Committee | SAC Chairman | 4x's yearly | Parent Sign In Sheets and feedback |

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)].

South Sumter Middle will accommodate parental involvement for teacher conferences on various days of the week. Teachers will be available on Tuesday and Thursday mornings to hold parent/teacher conferences. Additionally, parents will be invited to evening conferences held twice a year should their student fall into risk of failing. Should a parent not be able to attend one of these designated times, SSMS will work with that parent on an individual basis.

SSMS will provide an orientation/open house night in which parents will be oriented to the school campus, teachers, transportation schedules, and binder organization setup. Parents will also be provided the opportunity to sign up for school volunteering positions at this time.

Parent liaison available to parents for home visits and shares information about our Parent Resource Center.

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)].

| Content/Type of Activity | Person Responsible | Anticipated Impact on Student Achievement | Timeline | Evidence of Effectiveness |
|---------------------------|---------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|------------------------------------------------------|
| AVID | Dee Strickland | Organization, Social Skills, Public Speaking, College Readiness | Throughout the year | Binders, Public introductions with staff on campus |
| School Advisory Council | Title I contact, administration | Build better relationships with parents community members, and students related to student achievement | 3-4 meetings yearly | Climate survey, student achievement |
| Parent Volunteers | Volunteer Coordinator | Parents will be involved in student activities (field trips, classroom activities, SAC, reward days) to help create an understanding of school activities for parents. | Throughout the year | Number of approved parent volunteers, Climate survey |
| School Newsletter | Title I Contact | Update parents on upcoming school events, encourage students to be members of their school culture, and the "Counselor's Corner" will provide ideas for parents to better support their middle school student at home. Parents will also receive information about volunteering. | Monthly | Participation in upcoming events, Climate survey |
| PE Parent Night | Physical Education Department- Mrs. Semchuk | Students and parents will come together to play "Battle Ball" and work together in a healthy and fun sporting event. Parents are encouraged to support active and healthy choices for students. | Yearly (Spring) | Parent Sign-In Sheet |
| Art and Literacy Festival | Mr. Lowery- Band Mrs. Fahey- Art | Parents are invited to a night on campus to experience a band conference and display | May | Parent Count-Sign-In Sheet |

| | | | | |
|---------------------------|---------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|--------|---------------|
| | | of student artwork. Parents are encouraged to support the arts and humanities at home. | | |
| FBLA Family Feud | Geri Thornton-FBLA Club Sponsor | Parents are invited to hear about FBLA achievements/highlights and play Family Feud. Parents and children work together to play a business-oriented game. | Spring | Sign In sheet |
| Annual FFA Awards Banquet | Rebekah Barnes-FFA Sponsor | Parents are invited to celebrate the achievements of the FFA members and chapter. "What is new in Agricultural Sciences?" is addressed with parents. | May | Sign In sheet |

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)].

| Content/Type of Activity | Person Responsible | Anticipated Impact on Student Achievement | Timeline | Evidence of Effectiveness |
|---------------------------------|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|------------------|--------------------------------------------------------------|
| TLC- Teacher Learning Community | Jennifer Wyatt-Assistant Principal | Embedding Formative Assessments into the everyday instruction of a classroom. | Monthly Meetings | Assessment data, walkthrough data, peer teacher observations |
| Administration Led PLC | Administration | Include information on how to best serve student/parent/school relationships and provide ideas with ways for teachers to reach out to parents. | Yearly | Parent Feedback, Title I Survey |

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)].

SSMS offers a beginning of the year orientation in which parents are encouraged to sign up to be school volunteers to help in classrooms, field trips, the Raider Reward Store, and quarterly reward activities. SSMS encourages parents to attend the fall and spring College and Career Fair to further their knowledge of options open to their child.

A resource center is provided for parents to learn about the various resources available to help their child.

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)].

SSMS will utilize the school website to disseminate information in a timely manner as well as utilizing the school newsletter for description and explanations of curriculum at the school, testing calendars, and student highlights. The Skyward online grading program allows students to see real-time student progress in each class, as well as student assessment scores. Progress reports and report cards are distributed quarterly for mid-quarter and end of quarter progress.

Parents are encouraged to meet with teachers on Tuesday/Thursday mornings to hold conferences regarding student progress, behavior, and concerns.

Student planners are utilized as a form of daily communication between parent and teacher/staff. Students update grades weekly in planners. The homeschool monthly connection is available in both English and Spanish.

The school climate survey and Title I survey will provide the opportunity for parents to submit their comments and concerns.

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)].

SSMS will utilize Skyward, SSMS Newsletter, SSMS Website, and the SSMS Student Planner to share information related to school and parent programs, meetings, school reports, and other activities. Student forms sent home concerning meetings are available in various languages. Bilingual staff members and a Spanish Hotline for translation are available to assist parents. A home school liaison is provided by the district.

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:

| Content/Type of Activity | Person Responsible | Anticipated Impact on Student Achievement | Timeline | Evidence of Effectiveness |
|--------------------------|--------------------|-------------------------------------------|----------|---------------------------|
| | | | | |
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Evaluation of the previous year's Parental Involvement Plan

Building Capacity Summary

| Content and Type of Activity | Number of Activities | Number of Participants | Anticipated Impact on Student Achievement |
|-------------------------------------|-----------------------------|-------------------------------|-------------------------------------------------------------------------------------------|
| AVID Fall Carnival | 1 | 215 Students, 71 Parents | Parent awareness of the AVID program and college requirements. |
| AVID Spring Recruitment | 1 | 177 Students, 59 Parents | Provide information about AVID, financial aid for college, and local programs to parents. |

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.

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)].

| Content and Type of Activity | Number of Activities | Number of Participants | Anticipated Impact on Student Achievement |
|-------------------------------------|-----------------------------|-------------------------------|------------------------------------------------------------------------------------------------------------------|
| Administration Led PLC | 1 | Entire teaching staff | Provide resources through shared collaboration on ways to build relationships between parents/teachers/students. |

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)].

| Barrier (Including the Specific Subgroup) | Steps the School will Take to Overcome |
|--------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| Working Parents | Schedule at different times to include evenings so working parents can attend, Flexibility in meetings according to situation. |
| Language Barrier - ELL parents | Provide translators at all parent involvement events, Custom Forms, Parent Hotline |

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)

| Content and Type of Activity | Number of Activities | Number of Participants | Anticipated Impact on Student Achievement |
|------------------------------|----------------------|------------------------|-------------------------------------------|
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Appendix A Evidence of Parents Input in Developing the Plan

South Sumter Middle School School Advisory Council/Parent Advisory Committee Meeting Monday, September 10, 2018

Attendance: Joel Camp, Jennifer Wyatt, Allan Hisey, Amanda Woythaler, Jillian Davis, Stephany Dunn, Laura Rumer, Nicole Wade, Corey Lowery, Summer Bisignano, Nydia Mercado, Brie Ishee and Sara Doyle.

- I. Call to Order/Welcome Allan Hisey
 - a. Adoption of Agenda – Motion to adopt the September 10, 2018 agenda made by Rumer. Seconded by Doyle
 - b. Acceptance of Minutes – Motion to accept the April 30, 2018 minutes made by Rumer. Seconded by Davis.
 - c. Election of Officers –
 - i. Chairman – Brie Ishee
 - ii. Vice- Chairman – Jillian Davis
 - iii. Secretary – Laura Rumer
 - d. Acceptance of SAC Bylaws – Motion to accept the SAC Bylaws made by Dunn. Seconded by Ishee.
- II. New Business
 - a. School Improvement Plan – presentation by B. Ishee
 - i. Reviewed handout that outlines results from 2016-2017 and 2017-2018 as well as goals for 2018-2019
 - ii. School Improvement Plan presentation will be held on October 4, 2018
 - iii. Motion to accept the School Improvement Plan as is for presentation on October 4, 2018 made by Dunn. Seconded by Davis.
 - b. Title I Parent and Family Engagement Plan – presentation by Woythaler
 - i. Discussed having events in the evenings to accommodate parent's work schedule.
 - ii. Motion to accept the Title I Parent and Family Engagement Plan made by Dunn. Seconded by Lowery.
 - c. Funds-Ideas of Budget – discussion lead by Camp
 - i. Discussed potential budget ideas to include art supplies, Raider Store and planners.
 - ii. Discussion was tabled until following meeting
- III. School Safety Woythaler

- a. Presentation on school safety steps to include tinted windows, active shooter drills, new sign in process and staff RAVE app.
- IV. Forum
 - a. Sumter CAP holding a Friday Night Done Right event at SSMS on October 5.
- V. Set Next Meeting and adjourn
 - a. The next meeting is set for November 5 at 5:30 PM in the media center
 - b. A motion to adjourn was made by Doyle. Dunn seconded the motion.

Appendix B Parent/School Compact

Appendix C Evidence of Parent Input in Developing the Compact