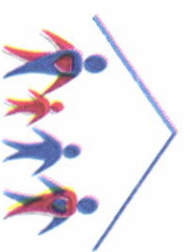


2017-2018 Title I Parent and Family Engagement Plan

Dundee Ridge Middle Academy



General introduction of school's vision for parent and family engagement.

The students at Dundee Ridge Middle Academy will engage in a rigorous academic program designed to prepare them for success in high school and beyond, creating an inviting and engaging school culture where students are doing real, meaningful work and teachers' partner with parents to facilitate the learning process. Realizing that not all students come to the school with the same level of learning or framework of experiences, staff, students, and parents will partner to provide additional supports during the school. Parents will be active partners and supporters in the learning process at DRMA and be knowledgeable participants in their child's education.

All parents/families were invited and encouraged to provide input and suggestions on developing/reviewing this plan. This plan is available on our school website and in the Title I informational notebook located in our front office.

Principal: Stacy Dickson

Date: 9/27/17

Involvement of Parents

If the school wide program plan under Section 1116 (b) (1) 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 1116(b) (4).

Polk County Public Schools Title I program requires schools to submit evidence that documents parent input and approval for how the funds are spent. This documentation is monitored for compliance and kept on file in the Title I online monitoring file system. Parent input is gathered through a parent meeting or SAC meeting.

Describe how this plan is a shared responsibility and families give input to review and improve this plan? How often?
All parents and families are invited to participate in developing and revising this plan. The plan is reviewed and revised twice a year using parent input.

How do you use the information from reviewing the plan to design strategies for more effective engagement?
This plan is reviewed twice throughout the school year to check progress and make changes to what has been planned. Reviewing student data provides valuable information to help determine where we need additional support to help our families understand the curriculum, state assessments and provide strategies, materials, and resources to help support learning at home.

How will you involve parents/families in the decision making of how your Title I programs and how Title I funds will be used for Parent and Family Engagement Activities?
Parents are surveyed when developing and revising this plan and asked what types of trainings and or workshops they would like the school to provide to assist in helping their child's academic achievement. Results from surveying parents is used to plan parent and staff trainings.

What evidence do you have to document parent/family participation in writing/reviewing your plan? (meeting date, agenda, minutes, charts, sign in sheets)
Polk County Schools Title I program requires that all Title I schools hold a parent meeting to develop or write/revise their "Parent and Family Engagement Policy". Schools are required to provide evidence that documents, how parents were invited, an agenda for the meeting, sign in sheets, and minutes and/or specific input given by parents. The Title I Program Coordinators monitor schools for compliance and evidence is uploaded and kept on file in an online monitoring.

How will this plan assist in providing high quality instruction for all learners?
This plan helps ensure that we provide parents and families with information, materials and resources to support their child's learning at home by offering parent workshops on the Florida Standards, Literacy, and test taking tips to support the high quality instruction provided during the school day.

How will the school share comments received from parents/families?
All parent comments and suggestions given for the plan are considered, documented and kept on file as evidence of parents providing input for both FLDOE and the District. When, feasible parent suggestions are incorporated into the plan.

How will this plan be made available to the community?
This plan is available to all parents, business partners, and School Advisory Council. The plan is also available on our school website and in the Title I parent informational notebook that is located in our front office.

Annual Parent Meeting

The school will 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), school choice, the rights of parents and timely information about the Title I programs. **Section 1116(c)(1)**

Every Title I school in Polk County is required to hold an Annual Parent Meeting by September 30. Schools are monitored to ensure that parents are invited to the Annual Meeting in a timely manner, and notifications are other languages, and sent in multiple ways (via backpack, school marquee, school website, newsletters, callout) Schools are required to conduct a parent evaluation of the meeting to gather input. Evidence that schools comply is documented with: notifications and invitations; agendas, sign in sheets, copy of the PowerPoint with specific school information and parent evaluations.

Date and time you will hold your meeting?
 August 8, 2017 from 2:30-3:30 in our media center.
 October 2017 from 6:00-7:00 in our media center.

Notification and Invitation:
 How will you inform and invite parents/families in a timely way about the Annual Meeting?
 Families will be invited with their orientation information and on the school website. All parents are invited and encouraged to attend one of the meetings.

Information:
Please describe how your meeting will cover information about:
 the Title I program, the benefits, and how it affects your school; school choice; Parents right to know; and (the qualifications of their child's teacher, or paraprofessional and/or if their child has been assigned or taught by a teacher 4+ consecutive weeks who is out of field.
 The Title I District Parent and Family Engagement Coordinator provides each school with a Power Point Presentation that incorporates information on: 1. The Title I Program 2. Parents Right to Know 3. Curriculum and Assessment information, and 3. Ways parents can be involved, 4. School choice, and the qualifications of their child's teacher or paraprofessional, and 5. Information on if their child is assigned or taught by a teacher for 4+ weeks who is out of field.

Schools may personalize the Power Point by elaborating on how their Title I funds are used to increase student achievement and promote parent and family engagement, ways parents can be involved at their school, how to access staff, and information on the school's curriculum. Polk County Public Schools Title I program provides all Title I schools with a letter informing parents of their rights. This letter is sent home with all students via backpack the first week of school. Schools are also required to have a copy of the "Parents Right To Know" letter on their school website and in a parent and family information notebook kept in the front office. The district Title I office monitors and keeps documentation of this on file.

Barriers:
 What barriers will you address to encourage parents/families to attend? Example: Childcare, Transportation, Meal, Translation
 Translation of materials given out will be translated in English, Spanish and HC as well as we will provide a translator at the meeting. Parents are welcome to bring their children to the meeting so childcare is not needed.

Evaluations:
 How will you get feedback from parents about the meeting?
 Every parent who attends the meeting will be asked to complete a short evaluation of the meeting. The evaluation is their ticket out the door and asks if there is any additional information about Title I, the curriculum, or activities that they would like to learn more about.

Parents who do not attend?
 How will you get the information home to parents who do not attend the meeting?
 For parents who are not able to attend this meeting, a copy of the power point along with information about Title I will be available on our school website.

Flexible Parent Meetings:

The school provides trainings, meetings and family activities at flexible times and dates throughout the year. If requested, opportunities for regular meetings to participate in decisions relating to the education of their children. The school may provide, if reasonable and necessary, transportation, childcare, or home visits using Title I funds. **Section 1116(c) (2) (g)**

Describe how you provide flexible dates and times for activities, workshops, events, so that all parents may have an opportunity to attend?
 All dates and times of events are posted on our school website, and Facebook page. Flyers are sent home to inform families of each event. Parent workshops are offered on different days and times in order to increase attendance. Ex: mornings, and evenings
 When applicable, our school uploads the information provided in a workshop and provides parents a link on our school website.

Describe what childcare, home visits and/or transportation services are provided by your school.
 Our school addresses barriers that hinder parent and family engagement on an as needs basis or if requested and when feasible accommodates those requests.