



2021-2022 School Parental & Family Involvement Policy (PFEP)

School: Golden Gate Middle School

Each participating Title I public school must develop jointly with families a written school-level Parent & Family Engagement Policy/ Plan (PFEP) that describes how the school will build family capacity [ESEA Section1116]. Please complete this form and uploaded in the ADNTITLE1SCHOOLS share drive.

Assurances

Please check all the boxes

- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds are spent?
- 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 8101 of ESEA
- Jointly develop/revise with families the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community
- Involve parents and families, 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
- 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
- Provide each family timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals
- Provide each family with timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is out of field
- Provide to each family an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [ESEA Section1116]

Electronic Signature: *Dr. Knutowski*

September 30, 2021

Principal Signature

Date Signed

1. Involvement of Parents

Describe how your school will involve the parents and families in an organized, ongoing, and timely manner, in the planning, review and improvement of **Title I programs, including involvement in decision making of how funds for Title I will be used?**

We will conduct Open House, SAC meetings, and Title 1 meetings. Parents will have the opportunity to plan and review improvements of the Title 1 program. Additionally, we will send out information via the school messenger system asking for input from parents. All parents were asked to complete the Title I School Stakeholder Input Survey to provide input and suggestions on planning for use of Title I funds. This provided parents with the opportunity to review data to drive the decision making process.

A majority of the School Advisory Council membership must be comprised of parents that are not employed by the district. SAC will provide leadership in the development of the School Improvement Plan, Parent & Family Engagement Plan, Compact, Title I Use of funds and CNA. SAC minutes will be submitted to the district to show that parents were given the opportunity to discuss the policies and provide feedback prior to approval of the policies. SAC members are selected through membership drives which include public notices. The principal appoints community members; SAC votes to approve the appointments. Parents are invited to participate in SAC meetings via fliers, dialers, and social media messages.

2. Coordination and Integration with Other Federal Programs

Describe how your school will **coordinate and integrate** parent and family engagement programs and activities **with Other Federal Programs?**

Parents of students who attend Golden Gate Middle School receive frequent communications on how to acquire Health Insurance through Florida Healthy Kids, contact the Florida Department of Children and Families when in need, and receive assistance with the cost of lunch through the National School Lunch Program.

Additionally, Title I Parts A, C, D, SIG 1003g, UniSIG, Title II, Part A and Title IV are managed out of the same department. They share administrative staff so that oversight, coordination, budgeting, staffing, and monitoring are efficiently coordinated.

Our school works with ESE and ELL program staff to ensure that all parent and family engagement initiatives address topics of interest and needs to our diverse population of stakeholders.

Describe how your school will coordinate with other programs to integrate parent and family activities that teach parents how to help their children at home?

[ESEA Section 1116]

Golden Gate Middle School parents are invited to attend seminars hosted by Drug Free Collier where parents learn to recognize specific drugs and evidence of their use, as well as how to intervene when drug use is detected.

3. Annual Parent Meeting

Describe the **specific steps your school will take to conduct an annual meeting** designed to inform parents and families of participating children about the school's Title I program

Prior to our Annual Title 1 Meeting, we send home an informational flyer, display meeting specifics on our two marquees, and use the auto-dialer to send messages in English, Creole, and Spanish via the phone. All student's families receive the date, time, and location of the Title 1 meeting.

Provide a description of the nature of the Title I Program that will be shared with parents and families (school-wide or targeted assistance).

We will provide a comprehensive overview of the Title 1 program to all parents and families. During this meeting, parents are notified how the school qualifies to receive Title 1 funds and the benefits. We will share information about how Title I funds are being spent (Use of Funds) as well as names/positions of Title I funded staff. Additionally, we will share how the determination for the

expenditure of funds was determined based on the Comprehensive Needs Assessment (CNA), including the input from stakeholders.

Provide a description of how the meeting will cover the rights of parents at the annual meeting?

At the Annual Title 1 Meeting, Mrs. Hernandez will give a presentation informing the parents and families about their rights under the Title 1 program. She will include a slide in the PowerPoint specifically dedicated to the rights of parents to know the teachers' certification and qualifications of the para-professionals.

4. Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening.

SAC meetings and Parent/Teacher Conferences are held during school hours and in the early evening to help accommodate parents. Additionally, we are offering parents the opportunity to attend conferences virtually to make it more convenient for them.

How will your school provide, with Title I funds, transportation, child-care or home visits, as such services relate to parent and family engagement?

Title 1 funds will be made available to aid in transporting parents and/or families to schools activities. Child-care will also be made available at parent training in the event that small children cannot be cared for at home. Home visits will also be considered for families unable to attend meetings at the school.

5. Building Capacity

Please describe all activities that will address the following questions;

- How the school will implement activities that will build the capacity for meaningful parent/family involvement?
- How will the school implement activities that will build relationships with the community to improve student achievement?
- How the school will provide materials and trainings to assist parents/families to work with their child(ren)?
- How the school will provide other reasonable support for parent/family engagement activities?

Content and Type of Activity	Timeline
6 th Grade Orientation – Parents of 6 th graders learn how to reach key school personnel and teachers. They also learn how to check school on their student's academic progress.	August 9, 2021
Annual Title 1 Meeting/Curriculum Night	August 26, 2021
Parent/Teacher Conferences	Ongoing during 2021-2022
SAC Meetings	3 rd Thursday each month
Monitoring Academic Progress – Parents and students will learn how to use FOCUS to monitor their student's progress and communicate with teachers.	September 23, 2021
Bullying Prevention – Parents and students will learn how to navigate difficult interpersonal situations where there is a power imbalance.	October 21, 2021
Internet and Phone Apps - Parents will learn how to navigate common apps on student's phones to understand the multitude of ways that students are communicating with each other..	November 18, 2021
Drug Free Collier – Parents learn how to identify common drugs used by youth and how to see the warning signs.	January 20, 2022

Mental Health – Parents will learn to recognize the early warning signs of mental health issues and how to approach the subject with their child.	February 17, 2022
Preparing 8 th Graders for H.S. – Parents will learn about the high school programs including Lorenzo Walker Technical High School	March 24, 2022

6. Staff Training

Describe the professional development activities the school will provide to educate the **teachers, specialized instructional support personnel, principals, other school leaders and other staff** with the assistance of parents/families on:

- How to reach out, communicate, and work with parents/families as equal partners
- The value and utility of contributions of parents/families
- How to implement and coordinate parent/families programs, and build ties between parents and schools

The entire faculty and non-instructional staff will review a video that shows how teachers can involve parents in their child’s education and the value of such involvement.

7. Other Activities

Describe How other activities, such as the parent resource center, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren)?

The Counseling Department serves as a parent resource center and provides literature and resources in three languages. Each time the counselors interact with parents, they teach them how to assist their children by monitoring their progress and supporting the learning environment at home.

8. Communication

Describe how will your school provide timely information about the Title I programs?

Timely information will be sent out via school auto-dialers and Social media postings, School website, Twitter, Facebook, flyers, and the school marquees.

How will your school describe and explain the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain?

At Title 1 night parents receive information about subject area specifics, grading practices, and learning standards. Parent conferences provide an opportunity for parents to learn specifics about the assessments used for their child.

How, if requested by parents, will your school provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)?

Parents are invited to participate in the decisions at GGMS that directly affect by attending and participating at the monthly SAC meeting. GGMS welcomes parent’s ideas and suggestions. We have also made comment cards available in the lobby for parents and family who cannot attend or other school activities.

How will your school submit parents/families comments if the school-wide plan is not satisfactory to them?

Annual Title 1 meeting notes and feedback. Parent/Teacher Conferences and meetings with guidance counselors. SAC meetings.

9. Accessibility

Describe how your school offers parent/family engagement activities **for all** parents/families? *(Including parents with limited English proficiency, disabilities, and migratory children).*

GGMS provides handicapped parking for staff and guest. We also have wheelchair accessible ramps and doorways and an elevator. Parents and families are informed of all activities via flyers and auto-dialers in English, Creole, and Spanish, and two campus marquees. All meetings are shared through our school website and social media. Translators are available for parents and care givers in English, Spanish, and Creole.

The school currently does not have any migrant students. When migrant students are enrolled in the school, coordination occurs with the District Migrant Education Program to ensure that the needs of students and parents are met.

Describe how your school will shared information related to school and parent/family programs, meetings, school reports, and other activities in an **understandable, uniform format, and in languages that the parents/families can understand?**

Translation is provided at Parent/Teacher conferences and at meetings via electronic translators. All translation is available in English, Creole, and Spanish

10. Discretionary Activities

Describe if the school provides any activities that are not required, but will be paid for through Title I, Part A funding (for example, home visits, transportation for meetings, activities related to parent/family engagement, etc.)

GGM uses part of its Title 1 money to pay for a Parent Involvement Assistant to aid in the process getting parents to participate in our events and their child's learning.

11. Barriers

Describe the barriers that hindered participation by parents during the previous school year. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents/families of migratory children)?

Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
Language	Translators are available at all conferences, meetings, and school events.
Transportation	Events are scheduled such that public transportation is available.
Contact Information	On-going efforts are made to have data entry update student information.

12. Upload Evidence of Input from Parents on the development of the PFEP

Upload a copy of SAC minutes that include statement that parents were given the opportunity to discuss and provide input on the **FY21 Parent Involvement Policy (PFEP)** prior to approval. Please upload document in your school FY21 Title I Documentation folder in the ADNTITLE1SCHOOLS drive. [Link](#)

13. Upload FY21 Parent-School Compact

Upload an electronic version of the FY21 Parent-School Compact. Please upload document in your school FY21 Title I Documentation folder in the ADNTITLE1SCHOOLS drive. [Link](#)

14. Upload Evidence of Parent Involvement in Development of Parent-School Compact

Provide copy of SAC minutes that include statement that parents were given the opportunity to discuss

and provide input on the **FY21 Parent –School Compact** prior to approval. Please upload document in your school FY21 Title I Documentation folder in the ADNTITLE1SCHOOLS drive. [Link](#)

Evaluation of the previous year's Parent and Family Engagement Plan

Review your **FY20 School Parent and Family Engagement Policy (PFEP)** and complete the sections below.

1. Building Capacity Summary

Provide a summary of activities provided during the **2019-2020** school year that were designed to build the capacity of parents to help their children. Include participation data on the Title I annual meeting, Parent Institute workshops and any other parent workshops. **If activity was not completed, provide an explanation in the space below.**

Content and Type of Activity	Number of Activities	Number of Participants	How did this activity built parent and family capacity to improve student achievement? If not completed, provide rationale.
Annual Title I Meeting	1	76 (Held virtually due to COVID)	Introduced the Title 1 program to parents, informed parents of the SAC, and introduced parents to teachers and their curriculum and access to teacher in regard to their child.
Parent/Teacher Conferences	134	193	Involved parents in being able to help their child with classroom issues to achieve academic success.
SAC Meetings	8	72	SAC meeting involved parents, teachers and community in making decisions that directly impact the student.

2. Staff Training Summary

Provide a summary of the professional development activities provided by the school during the **2019-2020** 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.

Content and Type of Activity	Number of Activities	Number of Participants	How did this activity built parent and family capacity to improve student achievement? If not completed, provide rationale
During the first two weeks of October, 2020, the entire faculty reviewed the specifics of Title 1 and the teachers' part in contributing to the goal of educating our students with the help of parents, families, and the community.	1	77	Teachers fully understood the need to involve the parents in the child's education. Teachers reach out to the parents and family, in an effort to communicate and build a relationship with them about their child's academic progress, school activities, and curriculum. Parent

			involvement helped student's keep up with their assignments. Due to COVID, data are not available to confirm academic achievement based on FSA scores.
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3. Review your FY20 School Parent and Family Engagement Policy (PFEP) Barriers Section.

To what extent did your site implement the steps described in your PFEP? How will Title I Parent and Family Engagement (PFE) funds be used to address the barriers that persist?

Barrier (Including the Specific Subgroup)	Steps the School took to Overcome	Implementation (Full, Partial, Not Yet)
Language	Translators are available at all conferences, meetings, and school events.	Full
Transportation	Events are scheduled such that public transportation is available.	Partial
Contact Information	On-going efforts are made to have data entry update student information.	Full