

Kissimmee Middle
School District of Osceola County
2023-2024 Title I, Part A Parental and Family Engagement Plan

Assurances

- 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 carry out the programs, activities, and procedures in accordance with the definitions in Section 80101 of Every Student Education Act (ESEA).
- The plan was jointly developed/revised with parents and made available to the local community.
- How the parents and families are involved in planning, reviewing and improving the school-wide program plan.
- The plan uses the findings of the parent and family engagement plan review to design strategies for more effective engagement, and to review, if necessary, the school's parent and family engagement plan.
- The school will provide each family with timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.
- The school will notify each family, in a timely manner, when their child has been assigned, or had been taught for four or more consecutive weeks, by a teacher who is out of the field.
- The school will provide each family with an individualized student report about the performance of their child(ren) on the State assessments.

G. M. Dando

Signature of Principal or Designee

3/30/23

Date Signed

Kissimmee Middle School

Mission Statement (Optional) We will accomplish our vision by building positive relationships with students and parents and working as high-functioning Professional Learning Communities that use equitable practices.

Parental and Family Engagement Mission Statement (Optional)

How the parent and family engagement plan is a shared responsibility? (Optional)

How the parent and family engagement will assist in providing high quality instruction for all learners? (Optional)

All events listed under the Kissimmee Middle School PFEP are aligned to the school improvement plan goals and designed with the goal of increasing student achievement.

Involvement of Parents

How the school will involve the parents and families in an organized, ongoing, and timely manner, in the planning, reviewing and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used? [Elementary Student Education Act 1116]

Our school strives to involve all parents in the planning, review, and improvement of Title I programs and our Parent & Family Engagement Plan. All parents are invited to attend meetings regarding the development of the required plan through flyers, school marquee, and BlackBoard. Parents are asked for their input on activities and trainings provided by the school. The school uses the notes from the group discussion to guide writing the plan.

Coordination and Integration with Other Federal Programs

How the school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home? [Elementary Student Education Act Section 1116]

Count	Program	Coordination
1.	IDEA (ESE)	Provide information to parents about the resources available upon development of the student's IEP.
2.	Title III (ESOL)	The school and district ELL rep will provide literature and resources to parents at various evening events, and parent events.
3.	Title IX (Families in Transitions)	The Families In Transition (FIT) parents are provided taxis for registrations and parent conferences. Also, health and social services.
4.	Title II (Staff Development)	The professional development activities are facilitated and monitored by the resource teacher and District Professional Development department in relation to parent involvement.
5.	Title IV	The Student Support and Academic Enrichment (SSAE) program is designed to help schools provide a well-rounded education, improve safe & healthy school conditions for student learning, and improve the use of technology.

Annual Parent Meeting

A description of the specific steps the school will take to conduct the annual meeting to inform parents and families of participating children about the school's Title I Program.

Two dates are chosen to make sure the meetings are offered during two different times, one in the morning and one in the evening and one in each quarter. **The first meeting will be held in August and the second in October.** A flyer/invitation is sent home in English and Spanish twice with the students (one week before and the other one two days before). Meeting is posted on the school Marquee, remind messages are sent and a presentation is done for the parents where all the main points of Title I are explained. Invites are shared on all our social media sites and our website. At these meetings, parents can ask questions and provide input. An agenda, meeting minutes and sign-in sheets are recorded and collected. Refreshments are offered to all attendees.

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1.	Create flyer, PowerPoint, agenda	Melvin	August-December	Copies of agenda, minutes, sign-in sheets, flyer/Blackboard Callout to parents/staff, PowerPoint presentation
2.	Advertise in school newsletter, on school marquee, utilize BlackBoard out dial	Melvin	August-December	Emails, newsletter, Blackboard Callout to parents/staff
3.	Sign-in sheet for multiple sessions	Melvin/Rodriguez	August-December	Collection of sign-in sheets
4.	Compile documents	Melvin	August-December	Scan documents upload to LEA monitoring site

Flexible Parent Meetings

How will the school offer a flexible number of meetings, such as meetings in the morning or evening?

Throughout the school year, we will offer various events and activities on a variety of weekly nights and mornings offered at different times. Our Annual Meeting will be offered on different days and two different times to accommodate different work schedules

How will the school provide, with Title I funds, transportations, child care or home visits, as such services relate to parents and family engagement? [Every Student Education Act Section 1116]

Throughout the school year, we will offer various events and activities on a variety of weekly nights and mornings offered at different times. Our Annual Meeting will be offered on different days and two different times to accommodate different work schedules. A hybrid option will be made available for those wishing to attend and participate virtually.

Building Capacity

How the school will provide other reasonable support for parent/family engagement activities. [Every Student Education Act Section 1116]

Currently, Kissimmee Middle does not utilize Title I funds to provide transportation, child care services or home visits. However, if any of these services are needed, the school leaders will refer or contact the necessary providers/agencies of such services to make sure they are received in a timely manner.

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence or Effectiveness
1	College and Career Readiness Night	Virnell Narine	Children and parents will participate in activities that reinforce the importance of college and career readiness.	September 2023	Sign-in sheets, flyers, meeting notes and agendas
2.	Empowering Parent Workshop	Karen Davis, Joshua Weil	Children and parents will be provided with an overview of Reading and Math resources and strategies.	October 2023	Sign-in sheets, flyers, meeting notes and agendas
3.	Family Literacy Night	Karen Davis	Children and parents will participate in reading activities that reinforce required academic skills.	January 2024	Sign-in sheets, flyers, meeting notes and agendas
4.	STEM Family Night	Administration	Children and parents will participate in hands on STEM activities that reinforce required academic skills.	March 2024	Sign-in sheets, flyers, meeting notes and agendas
5.	Florida State Standards Information Session	Administration	Children and parents will be given an overview of the standards taught in classrooms, as well as an opportunity to receive ways to help children prepare for upcoming exams	Quarter 4	Sign-in sheets, flyers, meeting notes and agendas

Staff Training

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1.	ESOL Strategies to Enhance Engagement and Student Achievement in Face to Face and Online Instruction	Lydia Escobar	Teachers will be taught how to incorporate/teach cognates and English language learning goals in instruction. This will assist students with academic vocabulary and reading comprehension.	October 2023	sign-in sheets, minutes, agenda, PowerPoint Presentation

Other Activities

How other activities the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren)? [Every Student Education Act Section 1116]

During annual meetings, parents are given multiple ways that they can help their child(ren) at home including the following:

1. Resources available in school
2. Websites available through classlink
3. How to access grade in focus/set up a parent portal account

Communication

How the school will provide timely information about the Title I programs?

At the beginning of the school year, Open House allows parents to visit the school and view its resources. Welcome Back Packets are provided to all students that includes a Title I booklet, District LEA Parent & Family Engagement Plan Summary and School Parent & Family Engagement Plan Summary. Every new student that is enrolled throughout the year is provided a copy of the packet upon registration. In addition, a Title I menu to access links to Title I is available through the school's website.

How the school will 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?

Curriculum being used at the school is addressed at the school SAC and PTO meetings. At our Title I Annual Meeting, a PowerPoint is shared with the parents and families regarding information on the standards the child is expected to achieve, what the child is learning, how the children are being evaluated, and how to get in touch with the teacher.

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

Any parent is able to request a parent/teacher conference in person or telephone. Parents may contact teachers

via email. Parents are encouraged to sign up for the Parent Portal

How the school will submit parents/families comments if the school-wide plan is not satisfactory to them? [Every Student Education Act Section 1116]

An electronic version of our Title I survey is provided to parents in order to get feedback on curriculum, testing, barriers, etc. Data is collected and results from the surveys are provided in the Spring and shared with parents. All parents are invited to discuss the results and ways to improve our school for the upcoming year.

Accessibility

A description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families?

Our school has an outdial system called Blackboard that is used to contact parents in regards to events happening at the school, as well as emergencies. Automated messages are provided in English and Spanish. Osceola County School District has a virtual backpack website that parents can visit in order to see the various community businesses that are involved with the district schools and areas.

A description of how the school will share 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.

There is always a bilingual staff member at meetings available to translate into Spanish, which is the main 2nd language used at KMS. All communications are also sent in both English and Spanish.

Discretionary (Optional)

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.) (Optional)

Count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1.					
2.					

Barriers

A description of the barriers that hindered participation by parents during the previous school year from the school end of year survey?

Transportation and availability (due to work schedules) prevent many parents from being involved. We frequently show events live on Facebook and make bilingual staff available.

A description of 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?)

Count	Barrier (Including the Specific Subgroup)	Steps the school will take to overcome
1.	Transportation	Multiple Options for parent meetings
2.	Language Barrier	Translation
3.	Child Care	All ages meeting