



Apollo Middle School

"The Force Awakens"

6800 Arthur Street
Hollywood, Florida 33024

(754) 323-2900

Ms. Shawn Aycock, Principal
Ayanna Whitworth-Barner, Title I Coordinator

2016-2017 Parent Involvement Plan

Mission Statement

The mission of Apollo Middle School is to ensure an optimum teaching and learning environment that sets high expectations and enables all students to reach their maximum potential. Through a joint community-wide commitment, Apollo Middle will meet the diverse needs of our students and the challenges of a changing society.

Involvement of Parents: *Apollo Middle 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 [Section 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].*

Parents are involved in the Title I program through monthly parent activities that begin early in the year with our **Annual Title I Public Meeting**. This meeting informs parents of the many components of the Title I program, introduces them to the school's curriculum and various assessments in each subject area, and recruits parents to become part of the school's decision-making process. Our procedure of **combining PTSA, SAC and TITLE I Family Nights** into one evening continue to be successful in providing parents a forum for participation in an organized, ongoing and timely manner. Parents have the opportunity to attend staggered activities that involve them on several levels. SAC meetings throughout the year offer parents a vehicle for input into how parental involvement funds are used, what items should be included in the **Title I Home-School Compact** and **Annual Title I Parent Survey**, and keeps parents informed as to the implementation of the **School Improvement Plan**.

Apollo Middle School's **Monthly Parent Newsletter** contains a "Title I Corner" to keep parents up-to-date on Title I issues and various ways to communicate with the school. A special **"Title I Bulletin"** is sent home via backpack with all students in early September to inform parents as to the location of the school and district **Parent Involvement Policies**, ways to access the **School Improvement Plan**. The Bulletin contains copies, in three languages, of the **"Parent Right to Know Letter."** Information is provided **on Parental Involvement Resource Centers (PIRCS)**. The **school's website** contains an extensive section on Title I activities and features each monthly parent night with photographs and news releases.

Coordination and Integration: *Apollo Middle 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)].*

Count	Program	Coordination
1	Title I, Part A	Title I funds at Apollo Middle School provide additional teachers to assist students, particularly low performing students.
2	Title I, Part A	Staff Development funds are used to develop a comprehensive professional training program to improve delivery of instruction through a variety of workshops designed to move teachers to mastery and improve student achievement.
3	Title I, Part A	Parental Involvement Funds are utilized to fund academic parent nights for Literacy (which includes Reading and Language Arts), Math, Science, Physical Education and Social Studies that provide parents with new skills and information to support student learning at home. Improving the frequency and quality of family participation and increasing family literacy are also goals of our parental involvement component. Monies are used to purchase food and provide stipends for teacher presenters.
4	Title I, Part A	The district coordinates with Title I, Title II, and Title II to ensure staff development needs are provided.
5	Title II	Provides substitute coverage for teacher training activities and professional development and additional coaching support.
6	Title III	English Language Learners (ELL) are instructed through the Sheltered Instruction Observational Protocol (SIOP) by a team of teachers specifically trained in this method of instruction. Additionally, ELL students receive reading and developmental language arts instruction by a certified ESOL teacher.
7	SAI Supplemental Academic Instruction (<i>If available</i>)	SAI funds, <i>if available</i> , will be utilized to fund an eighteen-week Saturday Academy to assist struggling students. Funds will also be used to provide additional before and after school tutoring for fragile

		students.
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Annual Parent Meeting: *Apollo Middle School will take the following actions 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, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1118(c)(1)].*

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	September Annual Parent Meeting Date with Principal and Curriculum Leadership Team.	Ayanna Whitworth-Barner, Title I Coordinator	August 2016	Posted date evidenced by flyers, newsletters, emails to staff, website.
2	Advertise date to staff, SAC, parents and community through flyers sent home via backpack with all students, post on website, include in school newsletter and sent parent link in two languages.	Ayanna Whitworth-Barner, Title I Coordinator	August 2016, beginning two weeks and continuing up to the date of the Annual Parent Meetings/Orientations	Flyers, Parent Link notice, website page, newsletter, online “blasts” through Remind.com
3	Work with Leadership Team to plan agenda and PowerPoint Presentation that includes all aspects of the Title I Program including SES information, school choice, school grade, AYP data as well as grade and subject area curriculum and assessment.	Ayanna Whitworth-Barner, Title I Coordinator	Late August to Early September to date of Public Meetings in the beginning of the school year.	Copies of agenda, flyers, sign in sheets and, online “blasts” through Remind.com along with Multi-Media Presentation
4	Conduct the public meetings, provide academic booths for parents to peruse to learn more about curriculum and the Title I Program.	Ayanna Whitworth-Barner, Title I Coordinator Ms. Shawn Aycok, Principal	August - September Meetings	Copies of flyers, agenda, sign-in sheets to determine number of parents in attendance and, photos to verify attendance.

Flexible Parent Meetings: *Apollo Middle School* will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, childcare, or home visits, as such services related to parental involvement [Section 1118(c)(2)].

Parent conferences are scheduled in the morning hours three days a week and offer flexibility in time slots. ESE parent meetings are conducted not only in the morning, but also throughout the day to provide convenience for parents. The Social Worker makes home visits where needed.

PTSA/SAC/TITLE I Parent Nights are conducted and supported other events such as SAC meetings, Open Orientation and Open Houses for new students, Fairs (such as Science and STEM fair and Social Studies Showcase) so parents have an opportunity to participate in all or selected events. SAC parents have approved this collaboration for several years and point to it as a “best practice” that has increased parent involvement in Title I parent-student activities. Complimentary food is provided at each PTSA/SAC/TITLE I parent night activity.

Some teams conduct parent “team conferences and ceremonies” each quarter in the morning before school begins to discuss progress and success monitoring of students who meet proficiency or exceed mastery. Interims are passed out at that time, a day in advance of the school distribution, to afford parents a one-on-one opportunity to discuss strengths and weakness with team teachers.

STEM Magnet Coordinator provides tours of the school at times convenient to parents. These occur during the school day and are scheduled in advance, although walk-ins are accommodated as well.

Building Capacity: *Apollo Middle 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)].

Count	Content/ Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
1	Monthly SAC Meetings	Shawn Aycock, Principal	Empower parents by providing curricular and assessment info, training on data analysis and ways to monitor the School Improvement Plan. Train members of SAC on shared decision-making. Seek input from parents on the planning and implementation of	August 2016 to May 2017	SAC Agendas SAC Minutes SAC Sign-Ins Achievement Data Parent Survey

Count	Content/ Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
			action plans for the SIP and Title I Parental Involvement Plan.		
2	Family Literacy Night with Reading, Language Arts, Departments and Scholastic Book Fair	Ayanna Whitworth-Barner, Title I Coordinator Traci Aveni, Literacy Coach/Reading Department Chair	Train parents on ways to help students improve skills in reading comprehension, writing and connecting subject areas through FSA. Expose families to the Book Fair and provide info on how to access materials and books from PIRCS, Title 1 and public libraries.	October 2016	Flyers Agenda Sign-In Achievement Data Parent Survey
3	Math Family Night	Ayanna Whitworth-Barner, Title I Coordinator LaChandra Hogan, Math Department Chair	Provide hands-on activities so parents and students see the connection between math and real life applications. Help parents understand the Math Common Core State Standards.	November 2016	Flyers Agenda Sign-In Achievement Data Parent Survey
4	Science/Technology Parent Night	Ayanna Whitworth-Barner, Title I Coordinator Wilfredo Rodriguez, Science Department Chair	Engage parents in activities related to the STEM Magnet, Science and LEEO curriculums. Provide hands-on activities and demonstrations to show parents how science can be reinforced at home	December 2016	Flyers Agenda Sign-In Achievement Data Parent Survey
5	Rocket Fair Showcase of Success for Incoming Sixth Graders and New to Apollo Students	Ayanna Whitworth-Barner, Title I Coordinator Monique Acher, STEM Magnet Coordinator	Provide incoming parents and students a visual display of student work and curriculum at each grade level and subject area. Help parents and students transition from	December 2016 and May 2017	Flyers Agenda Sign-In Achievement Data Parent Survey

			elementary to middle school expectations.		
6	Social Studies Black History Fair and Student Showcase	Ayanna Whitworth-Barner, Title I Coordinator Bernadette Davis, Social Studies Department Chair	Provide parents and students a visual display of student work and curriculum at each grade level and subject area. Students will provide an array of curricular-based projects that range from World History to Civics. The showcase will recognize Historically Significant AA Leaders/Pioneers.	February 2017	Flyers Agenda Sign-In Achievement Data Parent Survey
7	Health and Wellness Fair/ Expo	Ayanna Whitworth-Barner, Title I Coordinator Nancy Guzman, Electives Department Chair	Provide students and parents with a round-table panel discussion, lead by experts in the field of Health, Nutrition and Fitness discussing topics that apply to adolescents and their families. Night includes several hands-on displays and booths to support the theme of the program.	April 2017	Flyers Agenda Sign-In Achievement Data Parent Survey
8	Information and Technology Nights	Ayanna Whitworth-Barner, Title I Coordinator Community Outreach & Micro-Technology Facilitator, Renee Grutman and Francee Gillis	Provide parents and students with training on how to effectively use computers, smart phones, tablets, pads and video games to effectively support academic success with enrichment and academic activities, school and community services, etc.	April 2017	Flyers Agenda Sign-In Achievement Data Parent Survey

Staff Training: *Apollo Middle School* will offer the following training to staff (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)].

Count	Content/Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
1	Cultural Sensitivity Training: Translation equals better communication & Effective classroom management	Ayanna Whitworth-Barner, Title I Coordinator Monique Acher, STEM/ Magnet Coordinator	“Best Practices” for faculty and staff when working with non-English speaking students and parents. Information is useful when communicating with parents, supporting and educating them on how to improve their child’s academic success.	August and October 2016, January 2017, March 2017 and May 2017	Agenda Sign-In (100% Faculty and Staff participation)
2	Conducting Effective Parent-Teacher Conferences	Maria Desmond, Guidance Director Sandra Brown NESS Coordinator	Guidance Director will train faculty during preplanning to share ways on how to effectively hold parent-teacher conferences and how to help parents support their children at home academically.	August 2016 Planning Week and NESS Trainings	Agenda Sign-In Student Achievement Data Parent Night Sign-In Sheets Parent-Teacher Conference Sign-In Sheets

Other Activities: *Apollo Middle School* will offer other activities, such as parent resource centers, the school will conduct these activities to encourage and support parents in more fully participating in the education of their children [Section 1118 (e)(4)].

Parents will be encouraged to attend ESE meetings and workshops on ways to help their children succeed in school. The Guidance Department will reach out to parents of low-performing students to meet with them one-on-one and offer ways to provide academic assistance at home.

The Title I Mobile Parent Unit will be scheduled to arrive on campus, when available, at our monthly parent nights. Parent flyers, brochures and Parent Involvement Policy will be available for parents in the front office and in the Guidance Center.

Communication: *Apollo Middle School will provide parents of participating children the following [Section 1118(c)(4)]; 1118(c)(4)(A)];*

- Timely information about the Title I programs [Section 1118(c)(4)(A)]
- Monthly Title I updates in our school newsletter [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)]
- 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)].

Communication (Continued): *Apollo Middle School will provide parents of participating children the following [Section 1118(c)(4)]; 1118(c)(4)(A)];*

Apollo Middle School will begin the year with a "Title I Bulletin" that will be distributed via book bag to all students. This Bulletin will contain "Right to Know Letters," information about the "Home-School Compact," location of the School Improvement Plan and Parental Involvement Policy, and information related to Parent Resource Centers. Additionally, each month, information is posted on the school's website in the "Title I Link" and also included in the "Title I Corner" of the school's monthly newsletter. These documents contain up-to-date information on parent activities, policies, and procedures related to the Title I Program.

The Title I Annual Public Meeting provides descriptions and explanations of the school's curriculum and academic expectations for proficiency in all subject areas and grade levels. This information is shared at monthly SAC meetings via Department Head presentations and the Principal's report.

Our monthly SAC meetings provide the forum for parents to provide input and formulate suggestions related to decisions affecting the academic program. Parents are actively recruited for SAC, beginning with the Title I Annual Public Meeting and throughout the year at Title I Family Activities.

Parents have the opportunity to provide input through the year-end evaluation survey. Comments and suggestions will be taken into consideration and included in the annual "Review of the Parent Involvement Plan."

Parents will have the opportunity to provide input on the Home-School Compact. Comments and suggestions will be taken into consideration and included in the coming year's compact.

Accessibility: *Apollo Middle 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)]*

To ensure accessibility, particularly for our Hispanic/ELL population, flyers for parent involvement activities are sent home in Spanish to the extent possible. Parent informational brochures are also provided at the sign-in table in English and Spanish. Interpreters are on hand for each parent activity, and many sessions are held in both languages so parents have a full understanding of the activities.

In order to increase the involvement of students with disabilities, additional invitations will be sent home this year to encourage additional participation and the ESE Specialist will take an active role in calling and personally recruiting parents.

School-Parent Compact: *As a component of the school-level parent involvement 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)].*

- At our April 7, 2016 SAC Meeting, parents provided input on the 2016-2017 School Compact.
- SAC approved the 2016-2017 Compact with suggestions made by parents.

Adoption

- This School Parent Involvement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by the School Advisory Council’s meeting minutes.
- This plan was adopted by the school on May 1, 2016 and will be in effect during the 2015-2016 school year. The school will make this plan available to all parents of participating Title I; Part A children on or before September 20, 2016.

Shawn S. Aycock

Shawn Aycock, Principal

May1, 2016

Rodriquiz Alexander

Rodriquiz Alexander, SAC Co-Chair

May 1, 2016

Winston Symonette

Winston Symonette, SAC Co-Chair

May 1, 2016