

## IMMOKALEE COMMUNITY SCHOOL Title I, Part A Parental Involvement Plan

I, Zulaika Quintero, 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 schoolwide 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)].

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**Signature of Principal or Designee**

**Date Signed**

Zulaika Quintero

9/12/16

### Mission Statement

Parental Involvement Mission Statement (Optional)

**Response:** The Immokalee Community School is committed to preparing students successfully for the 21st century. This includes teaching them to be bilingual, biliterate, and bicultural, ready for college, career, and beyond. Our parents/families are an integral part of their children's daily lives; therefore, we are committed to engaging them in all aspects of their children's education.

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## 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)].

**Response:** SAC meetings, Goal Setting Conferences and Parenting Workshops will be held in order to gather input about school related issues as well as to set academic goals for each student in school. Goal setting conferences will include the teacher, the parent, translator (as needed) and the student. The Parenting Workshops will be offered once a month, in both English and Spanish, and variations of topics will be offered.

## 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)].

count	Program	Coordination
1	Goal Setting Conferences	Every quarter, parents will meet with the classroom teacher and the student. The purpose of the conference is to provide the parent with information of any assessments done and their result. It will also allow the teacher to explain to the parent activities that can be done at home to help their child.
2	Parenting Workshops	A different Parenting Workshop will be offered to parents on a monthly basis. Over this school year, seven workshops will be offered by The Title I Parent Academy of Collier County. Topics will include family literacy, parent/child communication, nutrition/health/exercise, love and logic, and understanding children with special needs. Additional workshops will include iPad basics, and Dual Language Program components.
3	Kindergarten Literacy Night	This event/activity for parents is set for September to help parents with practical ways to help their children understand and use print concepts in the Dual Language Program.
4	Parent Night with Dr. Rosado	This workshop is set for October and will focus on helping parents understand the dangers of childhood obesity and how to follow up with interventions as needed.
5	Grade Level Parent Nights	These events will include workshops/presentations about strategies for test-taking, especially in reading and math. The goal is to help parents to understand how to support their children at home in these areas.
6	Communication and Sharing	ICS will plan family literacy events, at which times, staff and families will discuss best ways to communicate expectations for families re: various student needs.

## 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 (schoolwide 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)].

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Develop agenda addressing Title 1	Zulaika Quintero	August 24, 2016	Agenda copies

	components			
2	Advertise the Meeting	Social Worker	August 2016	3 mass text messages went out throughout the month in English and Spanish informing parents of the meeting.
3	Develop Sing-In-Sheets	Social Worker	August 24, 2016	Sign-in sheets
4	Open House	Zulaika Quintero	August 11, 2016	Flyer/Agenda about Title 1 Meeting
5	Title 1 Annual Meeting	Zulaika Quintero	August 24, 2016	Agenda/Sign-In Sheets

## 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)].

**Response:** Alternative times will be used to conduct parent meetings and conferences. Morning and evening times will be offered to give all parents the opportunity to attend. Teachers will conduct home visits as needed in order to make connections with parents about school related issues.

## 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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Goal setting conferences	Teachers	Teachers will establish and review academic goals as well as academic assessments with students and parents	Every grading period	Teacher Logs re: goals met/not met and follow up; student records of growth
2	Readers Workshop Hits the Road	Teachers	Teachers will discuss the importance of reading outside of the school environment and present on how parents can effectively help their children read at home.	August-May	Parent/Teacher Communication log Student signed Reading Logs
3	Monthly Parent Workshop	Social Worker	ICS will offer a range of topics throughout the school year by partnering with surrounding agencies to inform and educate parents on important issues, such as, childhood obesity and bullying.	Monthly	Agenda's and Flyers
4	Series of 7 Workshops	Title I Parent Academy Reps	Increased achievement due to more healthful nutrition	October - May	Student achievement,

		of Collier Co.	and exercise; practice with literacy skills in the family setting; use of special interventions; and improved family/child communication.		academically, as well as in the other areas of Wellness
5	Holiday Tamaleada	Social Worker & Core Team	This annual event is a way to build stronger positive connections with the school and families. It also allows parents to showcase their important traditions to students and staff.	December 2016	Agenda and Flyer
6	Science Inquiry	Teachers, Student Leadership Team & Core Team	This inquiry is student led which allows parents to recognize student leadership within their child. The importance of parental involvement is also relayed to parents and families.	February	Agenda and Invitations
7	Writer's Publication Celebration	Teachers, Student Leadership Team & Core Team	This celebration is student led which allows parents to recognize student leadership within their child. The importance of parental involvement is also relayed to parents and families.	May	Agenda and Invitations
8	Training on Otis, a computer platform that enables teachers to lesson plan, take attendance, report behavior, and have access to other tools	Audrey Seijo, Zulaika Quintero & Tech Department	This will increase efficiency for teachers and enable them to spend increased time with students.	August-May	Otis records, lesson plans, instructional calendar showing scope/sequence

## 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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Readers' Workshop to include parents	Social Worker	Improved, as families understand more about how to facilitate their child's learning in and out of school.	October thru February	Reading Logs filled out and signed daily.
2	Creating Family Friendly Schools	Social Worker	Increased strong relationships with parents to increase student success.	September thru January	Teacher/Parents Communication Records
3	DCF Access Training	Social Worker	Appropriate teacher intervention with DCF services.	November	Improved family ability to support their children
4	Finance Education workshop for staff and parents/families	Staff w/Business Partners	Increased, as students and families better understand how to plan for	September - May	Pre/Post Quizzes; Project-based outcomes

			purchases, short term and long term		
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## 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)].

**Response:** The school will develop a Resource Center on the 2nd floor lounge (Bulletin Board, dry erase board and ongoing slideshows in the main hallway) to keep parents well informed. The literature in the Bulletin Board will be changed according to the time of the year in order to keep information current. ICS will also offer a monthly newsletter with important information, upcoming events and volunteer opportunities. Mass text messages will also be sent reminding parents of school activities.

## 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 schoolwide 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)].

**Response:** The Annual Title I meeting was held August 24, 2016, and it was used to inform parents about the programs and staff sponsored with Title I funds. The Parent-Teacher-Student compacts were reviewed and sent home to sign.

Monthly SAC meetings will be used to disseminate information about Title I, new academic programs or events that promote student achievement and to get parent input and support for school wide changes.

In addition to parent meetings, teachers are required to make at least one home visit for every student. During this visit, curriculum, expectations and program details are explained.

A newsletter will be sent home once a month with important news such as Principal's Message, Social Worker's Notes, classroom news, and special announcements. The CCPS District Parent Involvement Policy brochure and the Immokalee School Parent brochure were distributed to parents. The ICS website is continually updated in English and Spanish with information for parents.

## 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)].

**Response:** To ensure that all parents have the opportunity to participate in parent involvement events. Immokalee Community School provides activities with bilingual staff and materials. Flyers and announcements regarding parent involvement activities are translated and distributed to all parents. Text messages are also provided in both in both languages. Parents with disabilities are welcome to attend all activities and/or services and accommodations are made to allow them access. Event flyers include this information so that parents who need translations or accommodations know ahead of time.

## 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:

count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)];	Teachers will meet with parents to provide strategies that they can use at home in the areas of math and reading in order to increase student performance and get parents involved in the child's education.	Teachers	Parents will receive information and knowledge to work with their children at home to support the school's academic goals	School year
2	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	As members of SAC, parent representatives will provide parental input and feedback; in addition community agencies such as FDLRS Island Coast will be used as a resource to providing training and information to promote parental involvement	Maria Cardenas with district assistance	These partnerships will promote school-home relationships	School year

## Upload Evidence of Input from Parents

Upload evidence of parent input in the development of the plan.

## Upload Parent-School Compact

Note: As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

Upload an electronic version of the Parent-School Compact.

[Uploaded Document](#)

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## **Upload Evidence of Parent Involvement in Development of Parent-School Compact**

Note: As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

Upload evidence of parent input in the development of the compact.

[Uploaded Document](#)

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## **Evaluation of the previous year's Parental Involvement Plan**

### **Building Capacity Summary**

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.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Goal Setting Conferences	4	225	Increased
2	Readers Workshop	1	125	Increased
3	Annual Title I Meeting	1	176	Increased

### **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)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	District Title I Info. PPT	1	39	Increased
2	Creating Family Friendly Schools	1	16	Increased
3	Tamaleada	1	97	Increased
4	Parent Volunteer Workshop	1	86	Increased

### **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)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Many of our parents are limited English speakers with a limited education and resources. They need additional help in understanding the education system in the U.S. They need to feel that they are an important part of their child's educational experience.	Have specific meetings conducted purely in Spanish (their native language). Meetings need to be small so that they don't feel overwhelmed with a large crowd. Provide simple game that they can make and take home to help their children. Continue to make an effort to have 100% attendance at Goal Setting Conferences and make them when it is most convenient to them.
2	Some parents find it difficult to get to 5:30 SAC meetings due to work schedules	Try to hold SAC meetings at different times; however, this can be difficult to manage due to Extended Day Program schedules.

### **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)

count	Content/Purpose	Description of the Activity
1	Effective Communication	Mass Text Messaging