

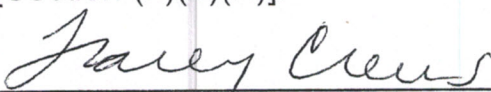
CARRIE P. MEEK/WESTVIEW ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Tracey D. Crews , 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)].


Signature of Principal or Designee

10-2-15
Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: The mission of Carrie P. Meek/Westview K-8 Center is to: collaborate with stakeholders, to provide a safe and orderly environment conducive to the development of the whole child. We are committed to accomplishing this through a relevant and rigorous instructional program designed to foster critical literacy skills.

The entire community of adult caregivers at Carrie P. Meek/Westview K-8 Center, (e.g. teachers, administrators, parents, and community members), will mobilize to support students; holistic achievement by incorporating the six developmental pathways in order to affect optimal learning and academic success. These pathways align with the COMER philosophy : "It Takes a Whole Village to Raise a Child."

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: Carrie P. Meek/Westview K-8 Center encourages parents to participate in all aspects of the Title I programs. The Educational Excellence School Advisory Council (EESAC) is responsible for development, implementing, and evaluating the various school level plans including the School Improvement Plan the PIP and the Parent Involvement Committee. Members of our EESAC are parents who share their input on different views regarding the EESAC planning. All parents are provided the opportunity to visit our Parent Area in which the PIP is reviewed. Parents take part in the decision making process

whereas their input helps to determine how the Title I funds will be allocated.

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	The Parent Academy	Provide academic, social, wellness and healthy workshops/meetings to assist parents support in all aspects of learning.
2	PAC/DAC Meetings	Principal and Community Involvement Specialist along with PTA Members recruits parents to attend informational PAC/DAC Meeting
3	Open House	Community Involvement Specialist (CIS) and Principals meet and greet and inform parents of schedule Title I Meetings throughout the year.
4	EESAC Meeting	EESAC Chair and Principal schedule monthly meetings to inform parents of progress on School Improvement Plan
5	Volunteer Programs	Classroom Parent, Chaperones, Office Aide, and Field Trip Volunteers and the Foster Grandparent volunteer Program .
6	Parent Area	Monthly Meetings are held in designated areas
7	Voluntary Pre-Kindergarten	Teacher and Community Involvement Specialist coordinate monthly meetings to inform parents of student progress and learning levels.
8	PTA Meetings	Program to advise parents of school needs and support in all aspects of our learning environment.
9	Head Start	Head Start Pre-Kindergarten teachers will conduct at least two home-visits plus meet with parents when there is a concern.
10	Individuals with Disabilities education Act (IDEA)	Supplemental instructional support provided by Title I will be shared with parents during the development of the student IEP

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	EESAC	EESAC Chairperson	Monthly	Sign-in Sheets, Minutes and Agenda
2	Open House	Principal	September 10, 2015	Sign-In Sheets/Agenda
3	Parent Academy	Community Involvement Specialist	Ongoing	Sign-In Sheets/Agenda
4	Florida Standards Workshops	Teacher,s Team Leaders	On going	Sign-In Sheets/Agenda
5	Title I (Annual Meeting)	Community Involvement Specialist	September 10, 2015	Sign-in Sheets/Agenda
6	Saturday Academy Orientation Meeting	Principal/CIS/Lead Teachers	Ongiong	Sign-in Sheets/Agenda
7	Technology Parent Workshop	Language Arts Teacher	Ongoing	Sign-in Sheets/Agend

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: Carrie P. Meek/Westview K-8 Center offers resource meetings for all parents at various times. The Community Involvement Specialist (CIS), Leadership Team and staff will conduct a parent survey to determine appropriate dates and times to offer school meetings and workshops. Results from the survey will be used by the CIS to plan flexible schedules accordingly. In addition, the Principal and CIS will schedule times for our Parent Area to be used based upon the needs of parents. Additionally, parent meetings are held in the mornings, afternoons and evenings in order to accommodate parents at various times.

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	Math Night	Math/Science Teachers	Learning Math concepts, and increasing the STEM ProgramFun with learning	ongoing	Sign-in Sheet, handouts
2	Science Fair	Science Teachers	Sending out Science Packets home for students and parents can work together and use strategies to implement logical methods	November/December	Sign-in Sheets, handout, powerpoint
3	Parent Academy	Community Involvement Specialist	Source of assistance that sponsors various parent skills activities to enhance student lives	Monthly	Sign-in Sheet, handouts
4	Text Based Writing	Language Arts Teachers	Writing	ongoing	Sign-in Sheet, sample Prompts
5	Gradebook	Gradebook Manager	Monitoring student grades to ensure students are graded on Next Generation Standards	ongoing	Parent Conference log
6	FSA Awareness	Grade Level Teachers	Identifies content materials in Next Generation Standards correlated to goals of School Improvement Plan	on-going	Sign-in Sheet, handouts
7	iREADY	Language Arts Teacher	Reading and Mathematics	on-going	Sign-in Sheet/handouts

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	Teachers' Workshop	Region/District	Different Learning Strategies	on going	Building Students Learning Environment
2	Faculty Meetings	Leadership Team	Learning/strategies	on going	Sign-in Sheets, handouts
3	Care Coordination Program (CCP)	Lionel Lightbourne	Increase student attendance	ongoing	Attendance Roster
4	Science Fair	Science Facilitators	Hands on learning	October-November	Sign-in Sheet, handouts
5	Parent Academy	Various Facilitators	Strong source of assistance that sponsors various parent skill activities to enhance student lives.	ongoing	Sign-in Sheet, handouts

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: Parents will be greeted at the school entrance to receive available resources that include educational magazines and technology support with accessing the parent and student portal. All parents will have access to the Parent Area to visit at convenient times. Documentation of hours and parent attendance will be maintained by the CIS. Expanded resources will be available to parents.

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: Carrie P. Meek/Westview K-8 Center provides timely information to parents about Title I Programs through the school newsletter, website, Connect Ed, student agendas, flyers and the School Marquee. Parents will be given updates at meeting and workshops.

The curriculum of the school consists of reading, writing, mathematics, science and social studies. The school follows the District Pacing Guide and utilizes the Interim Assessments and iREADY as a form of progress monitoring. Students in third, fourth, fifth, sixth, seventh and eighth grade are expected to score proficiency or higher in reading, mathematics and science. Fifty percent of the students must score proficient or higher in science in fifth grade and writing each year.

Additionally, the school has to meet the Annual Measurable Objective (AMO) criteria. EESAC provides the parents with opportunities to voice their opinions concerning the education of their children. Progress Monitoring data is shared at the monthly meetings and parents participate in a question/answer forum.

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: Carrie P. Meek/Westview K-8 Center provides information to parents in Haitian Creole and Spanish for all non-english speaking families. Connect Ed Messages, invitations and flyers are sent in all languages to inform families of pertinent information being conducted at the school. Additionally, at EESAC, PTA and FCAT Meetings a translator is available in Spanish and Haitian Creole in order for families to understand meetings being conducted at the school. The school also has translators during the day in the event parents have questions regarding upcoming meetings or events. The Parent Academy (TPA) will host parent meetings on an array of subject area.

Teachers will conference with students who have Progress Monitoring Plans and contact parents regarding strategies either in person or over the phone. Parent will be encouraged to discuss their child's performance with the teacher any time during the school year.

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	Timeline
-------	----------	--	--------------------	-----------------------	----------

				Student Achievement	
1	Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)]; and	Needs Assessment completed during Title I Orientation to plan effective workshops for the entire year	Community Involvement Specialist	Increased Student Achievement	On-going
2	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and	Title I Orientation/Monthly Parent Meetings	Community Involvement Specialist	Increased Student Achievement	On-going
3	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Second Cup of Coffee- informal parent meetings to network and plan upcoming meetings based on needs of parents	Community Involvement Specialist	Increased Parent Involvement	On-going
4	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)];	Parental Involvement Survey to ascertain workshop needs and times for parents to attend meetings	Community Involvement Specialist	Increased Parent Involvement	On-going
5	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Parents are interested in improving their technology needs via the computer. Workshop are conducted in the computer lab with the Smart Board to model technology strategies.	Community Involvement Specialist	Increased Parent Involvement	On-going
6	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	The Tri-County Home Owners Association and a church meet at the school to contribute to parental involvement activities.	Community Involvement Specialist	Increase Student Achievement	On-going

Upload Evidence of Input from Parents

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

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

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

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	Science Fair/Literary Fair	3	134	Presentation of projects
2	EESAC Meeting	10	144	Keeping Parents Aware of progress on School Improvement Plan
3	2nd Cup of Coffee	4	70	Parents Awareness of new Programs/and Title I Workshops
4	Gardening Workshop	3	75	Informing students of healthy choices
5	Mother's Day Tea	1	35	Letting Parents know that their children are the reason we are here
6	Pre-K/Kinder Monthly Meetings	4	80	Keeping Parents informed of child progress
7	Grade Level Ceremony	5	153	Students achievements

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	Teachers' Workshop	5	153	Increased Student achievement/Parents
2	Science Fair	2	134	Increased Student Achievement

3	Care Coordination Program (CCP)	5	94	Increase student attendance
4	Academic Awareness	3	67	Keeping Parent of students Achievement
5	Pre-K/Kindergarten Monthly Meetings	3	74	Inform Parents about the needs of their education
6	Grade Level Ceremony	5	153	Student Achievement

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	Parents work multiple jobs and are unable to participate in parental involvement.	Survey to determine times parents can attend workshops.
2	Parents speak multiple languages	Parent Academy will conduct parent workshops in 3 languages.
3	Transportation to Parent Meetings	Arrange Carpool to various meetings
4	Babysitting/Childcare	Babysitting and childcare will be provided while parents attend workshops.
5	Communication with parents with disconnected phone numbers	Survey parents for updated phone number and email address as applicable.
6	Incorrect Phone Numbers	Have selective surveys parents not receiving the Information

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
-------	-----------------	-----------------------------