## MEADOW PARK ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Pamela W. Arnette , 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 |

**Mission Statement**

Parental Involvement Mission Statement (Optional)

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| **Response:** Meadow Park Elementary recognizes the importance of forming a strong partnership with parents and community members in order to positively impact the students in our school. To promote effective parent involvement, the staff at Meadow Park Elementary welcomes input from parents and community members and encourage them to join us in the activities outlined in this plan. We will work with parents as equal partners in the educational process. |

**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 [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

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| **Response:** Parents are encouraged to attend PTA, PLC and SAC meetings to discuss and provide suggestions about the Title 1 budget, needs of the school, and student growth. At all of the above mentioned meetings an interpreter is present to translate what is said, as well as handouts are provided in the parents native language. Parents input is requested in developing the Title 1 School-Parent Compact as well as the Parent Involvement Plan. Communication with parents is provided through various venues such as: flyers, emails, student planners, call-outs, Edline, school website, Facebook, conferences, and marquee. Flyers and call-outs are provided in the languages that populate our school. |

**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)].

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| **count** | **Program** | **Coordination** |
| 1 | Multicultural Department | Provides trainings monthly for parents to assist their children at home both academically and socially. |
| 2 | Chrysalis | Provides counseling services for students and parents. |
| 3 | Multilingual Psychotherapy Community Partners | Provides counseling services for students and parents. |
| 4 | Children's Service Council | Provides training to parents on homework strategies. |
| 5 | Palm Beach County Library | Provides training on the use of their website, as well as assisting students/parents to become members of the library. |
| 6 | Family First | Provides training/counseling for grandparents raising their grandchildren. |
| 7 | Hearts & Hope Inc. | Provides grief counseling for students and parents. |
| 8 | Listening to Children Mentoring Program | Provides adults to come to the school to offer mentoring services to the students. |
| 9 | Rotary Club of West Palm Beach | Provides dictionaries for all third grade students, as well as food for families during the holidays, and two bicycles with helmets for deserving students. |
| 10 | McKenney-Vento Act | Provides resources to help homeless families with legal, academic, and social issues. |

**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)].

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Advertise the meeting | Title 1 Representative | Oct.2015 | Flyers/Facebook/Website |
| 2 | Voice call outs | Title 1 Representative | Oct.2015 | Transmission |
| 3 | Child care coordination | Title 1 Representative | Oct.2015 | Sign in sheets |
| 4 | Marquee | Custodian | Oct 2015 | Picture |
| 5 | Teacher newsletters, Edline pages | Classroom teachers | Oct. 2015 | Newsletter |
| 6 | Invitation in 2 languages | Community Language Facilitator | Oct. 2015 | Invitation |
| 7 | Agenda | Title 1 Representative | Oct. 2015 | Sign-in/Agendas |
| 8 | Minutes of Title 1 Annual Meeting | Title 1 Representative | Oct. 2015 | Minutes |
| 9 | Title 1 Vodcast and PowerPoint Presentation | Title 1 Representative | Oct. 2015 | Copy of PowerPoint notes |
| 10 | FY15 Title 1 Family Involvement Survey | Title 1 Representative | Oct. 2015 | Survey results |
| 11 | Parents Rights to Know Letter | Title 1 Representative | September 2015 | Verification Form |
| 12 | Title 1 Family Involvement Plan | Title 1 Representative | September 2015 | Summary Report |
| 13 | School-Parent Compact | Title 1 Representative | September 2015 | Uploaded final document |

**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)].

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| **Response:** Meadow Park will accommodate our parents by providing flexible meeting dates and times based on their input. We provide meetings in the morning, afternoon, as well as in the evening. Interpreters and childcare are offered at all meetings. Information sent home to parents is provided in the languages that populate our school.  Lastly, guidance counselors make home visits and offer the parents various resources to assist them in raising their child's achievement. |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | STEM Training | STEM Coordinator | To teach parents to work with their children at home on real world concepts in math and science. | October 2015 | sign in sheets/evaluations |
| 2 | Literacy Parent Training Night | Literacy teachers | To teach parents strategies to help their children at home; so that children can increase literacy achievement. | October 2015 - February 2016 | sign in sheets/evaluations |
| 3 | Florida Standards Assessment Information Nights | Classroom teachers | To inform parents about the FSA, curriculum, and grade level expectations. | February 2016 | sign in sheets/evaulations |
| 4 | PLC | ELL Coordinator | To increase parental involvement and skills that will be used during school year | November 2015 | sign in sheets/evaulations |
| 5 | Curriculum Nights | Classroom teachers | To inform parents about curriculum and grade level expectations. | September 2015 | sign in sheets/evaluations |
| 6 | Educational Mall Symposium | Administration & teachers | To educate parents on the services available to them and assist them with working with their children. | November 2015 | sign in sheets/evaluations |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Teacher Edline Training | William Highsmith | Parent involvement in child's education | September 2015 | Sign in sheet |
| 2 | Class Dojo Training | Various Classroom Teachers | Training the new and veteran teachers how to communicate instantly with parents through phone app | September 2015 | Sign in sheet |
| 3 | Mandatory district trainings for educators | PDD Team/Administration | Trainings and information to assist the teacher with educational mandates | August 2015-May 2016 | Sign in sheets/TDEs |

**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)].

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| **Response:** Meadow Park currently has a Resource Room for parents which is open from 7:30 - 8:30 and by appointment. Parents can check out educational games, interactive activities and manipulatives that they can use with their children at home. Some of the other activities that we host throughout the year to engage and increase community involvement are: Patrol Spaghetti Dinner, Fall Festival, Empty Bowl Dinner, Spring Fling and Summer Slide. |

**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)].

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| **Response:** Meadow Park hosts an Open House for parents and students prior to classes commencing. This Open House is a Meet and Greet event. In September, two Curriculum Nights are held to explain to parents the overall curriculum and expectations per grade level. In October, the Annual Title 1 Meeting for Parents is held. At this meeting, we review the Title 1 Compact, the Parent Involvement Plan, and the Parent Involvement Survey results from FY15. At this meeting we also encourage our parents to provide us with any suggestions for improvement they might have. All invitations to these events are sent home in the languages that populate our school. We also advertise on our Marquee, Facebook, School Website, in our school newsletter as well as doing call-outs. |

**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)].

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| **Response:** Meadow Park strives to communicate with parents in the languages that populate the school. At all parent meetings and trainings, a CLF is present to interpret and translate the information presented. All meetings, trainings, and activities are open to parents of children in PreK through Grade 5; this includes regular ed students, ESOL students and Students with Disabilities. All parents of Students with Disabilities are invited annually to attend IEP meetings, where their students accommodations and goals will be discussed, reviewed and updated if needed. ESOL parents are notified of their students accommodations via a letter generated by the district that is sent home in the parents native language. |

**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:

X Not Applicable

**Upload Evidence of Input from Parents**

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

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| [Uploaded Document](file:///C:\Users\1101951\Downloads\fileUploads\500591_2015-2016_uploadEvidenceParentInput.pdf) |

**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.

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| [Uploaded Document](file:///C:\Users\1101951\Downloads\fileUploads\500591_2015-2016_uploadCompact.pdf) |

**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.

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| [Uploaded Document](file:///C:\Users\1101951\Downloads\fileUploads\500591_2015-2016_uploadCompactEvidence.pdf) |

## 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.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Math and Science Parent Training Night | 6 | 150 | To prepare parents to help increase math and science skills for student |
| 2 | Literacy Parent Training Night | 6 | 175 | To prepare parents to help increase reading skills for student |
| 3 | FCAT Writing Night | 1 | 25 | To prepare parents to help increase writing skills for students |
| 4 | Trunk and Treat | 1 | 200 | To increase parent involvement in our school |
| 5 | PLC | 2 | 50 | To increase parent involvement and skills that will be used during the school year |
| 6 | PTA Events | 4 | 100 | To increase parental involvement and provide activities for students throughout the school year |
| 7 | MPES Spring Fling | 1 | 300 | To increase community involvement for our school |
| 8 | Parent Resource Room | 5 | 20 | To increase parental involvement and skills that will be used during the school year |

**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)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Family Resource Room | 1 | 35 | Materials for parents to reinforce skills at home |
| 2 | Family Friendly Schools | 1 | 50 | Parent involvement in child's educations |
| 3 | Math Night | 6 | 42 | Parent involvement in child's education |
| 4 | Literacy Night | 6 | 45 | Parent Involvement in child's education |
| 5 | Parent Liaison Training for Teachers | 1 | 50 | Materials needed for parent trainings |
| 6 | Parent Liaison/CLF Training on computers to help parents | 1 | 10 | Parent involvement with technology |
| 7 | FCAT Writing Night | 1 | 10 | Parent involvement in child's eduation |

**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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Parents understanding the math curriculum | Parent training for math using the I Do, We Do, You Do Model. |
| 2 | Parents monitoring their child's reading daily | Parent signs reading log daily. |
| 3 | Parents using edline to check student assignments and progress | Provide parents with information on discounted internet. |
| 4 | Parents checking homework daily | Parents monitor assignments in agenda daily. |
| 5 | Parents understanding how to complete a science fair project. | Parent training on science fair projects hosted by classroom teachers. |
| 6 | Parent lack of transportation to outside event. | Have outside agency come to the school for event. |

**Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the previous schoool year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

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| **count** | **Content/Purpose** | **Description of the Activity** |