

## KIMBALL WILES ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Dr. Barbara Buys, 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)];
- Inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Centers (PIRC) in Florida, i.e., PIRC of Family Network on Disabilities in Florida (FND) and PIRC at University of South Florida (USF) [Section 1118(g)];
- 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

9/1/2015  
Date Signed

### Mission Statement

#### Parental Involvement Mission Statement (Optional)

**Response:** The mission of the Title 1 Parent Involvement Plan at Kimball Wiles Elementary is to ensure that parents are active stakeholders in the program, that parents learn effective ways to help their children with their studies, and to help the school develop ways and means to assist parents in becoming active participants in the life of the school. All faculty and staff at Kimball Wiles Elementary want and need parent support for their students and we support parents in this effort.



## 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:** Title I programs are always most successful when parents are involved in the planning, implementation, and evaluation of the program. Therefore, Kimball Wiles Elementary will involve parents throughout the process. The School Advisory Council (SAC) is involved in the development, implementation, and evaluation of all school wide programs such as the School Improvement Plan (SIP) and the Title I program including the Parent Involvement Plan. The SAC is composed of parents, teachers, staff and community members. It meets at least four times per school year. The SAC sends out an annual Climate Survey to parents each spring to gather input on strengths and weaknesses of the school. Parents attending the Title I parent meetings will be asked to complete an evaluation of the workshop in order to gather their input.

## 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	Head Start	Kimball Wiles Elementary will provide a Kindergarten Open House event for all parents of incoming Kindergarteners including Head Start students. The event will be coordinated by the Principal, CRT, BRT, and kindergarten staff. Information will be provided by Principal, CRT, BRT, Guidance Counselor
2	Head Start	The school will coordinate efforts by the Head Start staff to utilize the school for parent meetings, Head Start programs, safety drills, graduation and other activities.

## 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, handouts, and other materials	Title I Lead Teacher	September-October	Copies of agenda, handouts, and other materials
2	Publicize Annual meeting	Title I Lead Teacher	September-October	Advertised on school website, principal's weekly newsletter, marquee
3	Develop sign in sheets	Title I Lead Teacher	September-October	Copies of sign in sheets
4	Maintain documentation	Title I Lead Teacher	September-October	Maintain documentation in Audit File
5	Conduct annual meeting	Title I Lead Teacher, principal	September-October	Maintain parent sign in sheets, agenda, minutes
6	Evaluation of annual meeting	Title I Lead Teacher	September-October	Collect evaluations of the annual meeting including parent comments

## 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:** Kimball Wiles Elementary offers parent meetings and workshops at various times and days throughout the school year. The Annual Title I meeting will be in the afternoon. Three parent workshops will be offered at various times throughout the school year. Child care will be provided. Parents may schedule individual meetings and access workshop materials by meeting with the Title I Lead Teacher. Open House and Spring Arts Festival will be held in the late afternoon. The Literacy Festival will be held during the school day. Meet the Teacher will be held at noon. The Parent Resource Center, located in the school media center, will be available throughout the school day as well as before school and after school. The Parent Resource Center will house school newsletters, parenting articles, and books, school notices, and other materials of interest to parents.

## 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	Reading, Writing	Title 1 teachers, 1st grade teachers, and FCIM's Facilitator	Improve academic achievement of Title I students through effective parent education	September - February	Parent sign in sheets, evaluations, agenda
2	Reading, Writing	Title 1 teachers, 2nd and 3rd grade teachers, FCIM's Facilitator	Improve academic achievement of Title I students through effective parent education	September - February	Parent sign in sheets, evaluations, agenda
3	Reading, Writing	Title 1 teachers, 4th and 5th grade teachers, FCIM's Facilitator	Improve academic achievement of Title I students through effective parent education	September - February	Parent sign in sheets, evaluations, agenda

## 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	Faculty meeting training	Title I Lead Teacher	Raise student achievement through effective parenting	October - March	Attendance, reflections, evaluations
2	Implementation of Kimball Wiles PIP	Title I Lead Teacher, Principal	Improve parent-teacher relations	September - May	Parent attendance at school events
3	Modified training in the 4 modules of parent involvement	Title I Lead Teacher	Improve parent-teacher relations	September - May	Attendance, reflections, evaluations

## 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:** Our Parent Resource Center will provide school information, plans, updates, calendars, notices and resources for parents to check out. There will be a weekly newsletter from the principal to include notices for upcoming school events, grading periods, report cards and other parent information.

## 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:** At the Annual Title 1 Meeting in September, Title I parents will be provided with a packet of information including the Title I Targeted Assistance notification letter, PIRC information, Parent's Rights notification, district Parent Involvement Plan, school compact, and the school parent involvement plan. At the Annual Title I meeting information will be distributed concerning the Title I Targeted Assistance program, curriculum Benchmarks, and academic assessments. Title I will sponsor parent workshops which will identify curriculum Benchmarks by grade level and accompanying assessment standards as well as strategies and materials for parents to use to help children meet the state's Benchmarks. Parents will be provided with information on the state Florida Assessment of Instruction in Reading (FAIR) three times per school year with an accompanying explanation of each child's progress and results. Progress reports and report cards are distributed four times per school year.

## 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:** In the fall, an ESOL (ELL) parent meeting will be held to provide information regarding strategies parents can use to help their child achieve success at school. The ELL list will be generated and printed quarterly to help determine the need for translation services as necessary. Oral interpretation and translation services are available for Spanish speaking parents on campus.

## 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	Training parents to enhance the involvement of other	Investigate ways to involve parents as	Title 1 lead teacher	When parents are actively involved with	September - May



	parents [Section 1118(e)(9)];	liaison with other Title 1 parents.		their children's education, children tend to be better students. When parents support each other in their parenting skills, parents are more confident in their ability to assist their children in their school work.	
2	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)];	School meetings and events will be held at a variety of times.	Title I Lead Teacher, Principal	Improve student achievement by increasing parent participation	September - May

### 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