


WINSTON ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Ava Brown, 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



Date Signed

9/25/15

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: District and School-based Title I Parent Involvement Programs in Polk County will strive to BUILD RELATIONSHIPS that create real family engagement for every child, every family, every teacher, every day.

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: Parents are invited to attend the Annual Meeting by flyer, agendas, and School Messenger phone calls. Parents are also invited, at least four times, to attend SIP, SAC, and PIP meetings throughout the year to participate in the development of Title 1 school programs. They receive Parent Survey results and vote on the parent involvement 1% expenditure and other Title 1 funds. For example, during SAC meetings, parents will help make decisions on the programs that would be purchased out of Title 1 funds as well as the parent involvement funds, such as the need to hire extra personnel or purchase instructional materials.

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	Title X	Funding provides support for identified homeless students through The Hearth Program which is carried out in cooperation with the Migrant Education Program for Polk County students and their families.
2	Title III	Supplemental resources for English Language Learners (ELL) and their families are coordinated through the District. Winston ESOL paraprofessionals strive to ensure that information is translated, to the extent practical, in a language and format that our parents can understand.
3	Title II	Professional development resources are available to Winston through Title II funds. In addition, School Technology Services provide technical support, technology training, and licenses for software programs and web-based access via Title 11-D funds as made available.
4	Title I, Part C-Migrant	Migrant students enrolled in Winston will be assisted by the school and by the District Migrant Education Program (MEP). Students will be prioritized by the MEP for supplemental services based on need and migrant status.
5	Individuals with Disabilities Act (IDEA)	IDEA is a federal program that supports all Exceptional Student Education (ESE) programs. Winston provides early intervention, special education and related services to students with disabilities through resource, inclusion, and self-contained instruction.
6	Head Start	The Head Start Program is coordinated by the District Office and housed at Winston Elementary to prepare future kindergarten students with academic and social skills.

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	Parents invited to attend by newsletters, flyers, and School Marquee	Principal, Instructional Coaches, Parent Involvement Para	September 15, 2015	Parent Evaluations
2	PowerPoint Presentation: Let's Learn About Title I	Instructional Coaches	September 15, 2015	Parent Evaluations
3	Flexible Scheduling	Instructional Coaches	September 17, 2015	Parent Evaluations

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: The Annual Meeting will be held on two separate occasions and those parents who cannot attend will have an opportunity to visit the school, at their convenience, in order to receive a make-up session. The information is also posted on the school's website. In addition to the Annual Meeting, Parent Conferences will be offered at times convenient to both the parent and teacher. The School Advisory Council will also meet in the morning, once each month, throughout the school year. Furthermore, various academic Parent Workshops are held in the evenings. Translators and translation equipment are provided for limited English proficient participants at all meetings.

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	Fall Student Success Workshop for Parents	K-5 Grade Level Teachers	Offer assistance for parents to help with their child's learning.	October 15, 2015	Parent Evaluations
2	Spring Student Success Workshop for Parents	K-5 Grade Level Teachers	Offer assistance for parents to help with their child's learning.	March 3, 2016	Parent Evaluations
3	Classroom Websites	K-5 Grade Level Teachers	Inform parents of upcoming events, standards that are currently being taught, and suggestions for helping at home.	Ongoing	Parent Evaluations
4	Classroom Newsletters	K-5 Grade Level Teachers	Newsletters will be sent home weekly in order to keep parents without internet access informed of the standards that are currently being	Ongoing	Parent Evaluations

			taught and suggestions for helping students at home.		
5	Portfolio Conferences	K-5 Grade Level Teachers and Students	Parents will be invited to attend three portfolio conference nights where students will guide their parents through a selection of their academic projects and assignments, so that parents receive first-hand information regarding their child's academic progress.	November 9, 2015; February 3, 2016; April 18, 2016	Parent 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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Professional Learning Communities (PLC)	Administration, Leadership Team	Instructional strategies to help improve student engagement, as well as strategies to increase parent involvement.	Ongoing	Feedback from teachers, parents.
2	Faculty Meetings	School Administration and Leadership Team	Faculty meetings are held once each month and include a variety of topics from instructional strategies to parent involvement.	Ongoing	Feedback from teachers

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: 1. Parent Portal - Parents may visit the Network Manager and obtain a password to view their child's academic record from home.

2. Parent Conferences - parents are able to contact their child's teacher and schedule a conference at their convenience.

3. Weekly Newsletters - Weekly newsletters will be provided to parents so that they are aware of the skills their students are learning in class.

4. Classroom Websites - Each teacher creates and maintains a classroom website with information pertaining to instruction and upcoming events.

5. Bimonthly Grade Reports - Each teacher sends home a grade report twice a month in order to increase parents' awareness of their child's academic progress.

6. Parent Resource Center - Parents will be informed about activities and resources that are available at the local Parent Resource Center. Flyers will be located in the front office and information will also be disseminated via the school website, classroom websites, and newsletters.

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: Winston will provide timely information about Title 1 programs through an Annual Title 1 Meeting in September 2015, student agendas, a weekly newsletter, a classroom website, and the school's website.

The forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet will be handled as follows:

Assessments (FAIR-FS, FSA, SAT 10, and grade level writing, reading, math, and science assessments) and achievement levels will be explained during parent workshops and conferences.

Opportunities for parent meetings to formulate suggestions and make decisions relating to their child's education include:

Parents may join the Parent Teacher Association (PTA), Parent Advisory Committee, or School Advisory Council by calling the school office. Educational decision-making meetings are held at various times in the Fall and Spring.

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: Winston will provide many opportunities (workshops, conferences, committee meetings, etc.), scheduled at different times of the day, in order to share information related to school and parent programs. Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodation to participate in a meeting is asked to advise the school at least 48 hours in advance, so we can make the necessary support provisions.

Additionally, translations services are provided for all parent meetings.

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)];	Flexible Meeting Schedule	Classroom Teachers	If parents are unable to attend any of the informational nights, student success workshops, or portfolio conferences, teachers will schedule individual make-up sessions at a time that is convenient for the parent.	Ongoing
2	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Students who are involved in the music program, i.e. Chorus or Band, will perform for the parents twice throughout the year. Many of the students who participate in the music program rent instruments from a local music store which establishes a connection for the family in the event that the student wishes to continue to pursue the arts once he/she has enrolled in middle school.	Music Teacher	Parents will become more familiar with the school campus and staff thereby reducing the barrier between home and school.	December 2015; Spring 2016

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	Title I Annual Meeting	1	267	Parents were informed of ways that they can become more involved in their student's education through Title I programs and other events scheduled by the school.
2	Florida Standards Parent Night	1	221	Classroom teachers introduced parents to the new Florida Standards, viewed sample questions from the Florida Standards Assessment, and learned strategies for helping students at home.
3	Reading/Math Workshop	1	100	Teachers hosted hands-on workshops that were designed to teach parents strategies for helping their students master the Florida Standards.

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	Parent Advisory Council Meetings	2	9	The purpose of the Parent Advisory Council is to increase parental involvement and to allow parents to become active in the school's decision making process.
2	Professional Learning Communities (PLCs)	30	28	PLCs are centered around instructional strategies that are designed to increase student engagement and parent involvement.

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	Language	Provide translation at all parent workshops, meetings, and/or conferences.

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
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