

## **Genesis Preparatory School Title I, Part A Parental Involvement Plan 2016-2017**

I, Charmaine B. Henry, 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 school-wide 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)].

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**Signature of Principal or Designee**

**Date Signed**

## Mission Statement

### Parental Involvement Mission Statement (Optional)

**Response:** The Board of Directors, teachers, and staff of Genesis Preparatory School of Gainesville, Inc. believe that all students deserve a quality education that will prepare them to attain their maximum educational potential by incorporating into our educational program significant parent involvement and participation goals in order to achieve our mission.

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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:** The Board of Directors, Administrator, teachers and parents will be responsible for the planning, review, and improvement of the Title 1 program.

The Board of Directors, Administrator, and teachers will automatically be a part of the planning group, however, the parents will be asked to volunteer their time.

Parents will be invited to become a member of a focus group that will participate in the planning process. Those that are unable to attend the meetings will be given an opportunity to fill out a questionnaire that will allow them to give their input.

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## 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	Partnership Meeting: Rudiments to Early Learning	The Administrator will work closely with Pre-School Directors in preparing parents for the transition to Kindergarten.
2	Kindergarten Orientation Program	The parents of incoming Kindergarten students will be given information packets that will help them prepare their child for the Kindergarten academic program.
3	Kindergarten Orientation Day	In-coming Kindergarten students will spend a half day in their new Kindergarten classroom on the last day of school. Title 1 provides "School is Cool" student workbooks and the Parent's Make a Difference Newsletter in English/Spanish.

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## 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 (school-wide 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, presentation materials, sign-in sheets, and evaluation	Administrator	9/1/16 - 9/30/16	Parent Evaluations, surveys, agenda, minutes, sign-in sheets, power point, hand-outs
2	Email parents, newsletters, informational flyers	Administrator, Teachers	9/1/16 - 9/30/16	Parent Evaluations, surveys, agenda, minutes, sign-in sheets, copy of emails, flyers
3	Phone home reminder message to parents	Administrator, Teachers	9/1/16 – 9/30/16	Parent Evaluations, surveys, agenda, minutes, sign-in sheets
4	Facebook/Text messages to parents	Administrator, Teachers	9/1/16 – 9/30/16	Parent Evaluations, surveys, agenda, minutes, sign-in sheets, copy of FACEBOOK /Text messages
5	Conduct Annual Meeting	Administrator	9/1/16– 9/30/16	Parent Evaluations, surveys, agenda, minutes, sign-in sheets, power point, handouts

## 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 school will offer flexible meetings based on the results of the Parent Involvement Survey that we distribute during the first month of school. The survey asks parents to choose the best times for them to attend school events/workshops (day-time, evenings, night-time).

Childcare services will be provided for all events/workshops.

## 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	"How to Help Your Child at Home"	Administrator Teachers Facilitator	Improve the ability of parents to work effectively with their child(ren) at home in order to raise their academic achievement.	9/1/16 – 12/1/16	Parent Workshop Evaluation, agenda, sign-in sheet
2	Fluency Practice 101 for Parents	Administrator Teachers	Improve the ability of parents to work effectively with their child(ren) at home in order to raise their academic achievement.	9/1/16 – 1/31/17	Parent Workshop Evaluation, agenda, sign-in sheet
3	Reading and Math Strategies that Work	Administrator Teachers	Improve the ability of parents to work effectively with their child(ren) at home in order to raise their academic achievement	9/1/16– 12/1/16	Parent Workshop Evaluation, agenda, sign-in sheet

4	What to Expect in 1 <sup>st</sup> grade, 2 <sup>nd</sup> grade, 3 <sup>rd</sup> grade for 2017-2018	Administrator Teachers	Improve the ability of parents to work effectively with their child(ren) at home in order to raise their academic achievement	4/1/17 – 5/31/17	Parent Workshop Evaluation, agenda, sign-in sheet
5	Family Science Night	Administrator Teachers	Improve the ability of parents to work effectively with their child(ren) at home in order to raise their academic achievement	1/1/17– 5/30/17	Parent Workshop Evaluation, agenda, sign-in sheet
6	Family Math Night	Administrator Teachers	Improve the ability of parents to work effectively with their child(ren) at home in order to raise their academic achievement	1/1/17 – 5/30/17	Parent Workshop Evaluation, agenda, sign-in sheet
7	“How to Read With Your Child at Home”	Administrator Teachers	Improve the ability of parents to work effectively with their child(ren) at home in order to raise their academic achievement	9/1/16 – 12/1/16	Parent Workshop Evaluation, agenda, sign-in sheet
8	Using Planners to Become Better Organized	Administrator Teachers	Improve the ability of parents to work effectively with their child(ren) at home in order to raise their academic achievement	9/1/16 – 9/30/16	Parent Workshop Evaluation, agenda, sign-in sheet

## 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	50 Ways to Improve Student Behavior	Administrator	Improve the ability of staff to work more effectively with parents	School Year 2016-2017	Parent Climate Survey, Staff Evaluations, agendas, Sign-In Sheets
2	Using Planners to Become Better Organized	Administrator/3 <sup>rd</sup> grade teacher	Improve the ability of staff to work more effectively with parents	School Year 2016-2017	Parent Climate Survey, Staff Evaluations, agendas, Sign-In Sheets
3	Dealing With Difficult Parents	Administrator	Improve the ability of staff to work more effectively with parents	School Year 2016-2017	Parent Climate Survey, Staff Evaluations, agendas, Sign-In Sheets
4	Review DPIP School PIP Home-Compact	Administrator	Improve the ability of staff to work more effectively with parents	August 2016	Parent Climate Survey, Staff Evaluations, agendas, Sign-In Sheets
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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:** Maintain the Parent Resource Area  
 Introduce the area to parents at the Annual Title 1 Meeting  
 Keep the parents updated about materials for checkout in the monthly newsletters from the Administrator

## 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 school wide 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:** Information about the Title 1 programs will be made available to parents and disseminated through our (1) Parent Handbook; (2) Annual Title 1 Meeting; (3) monthly newsletters; (4) Parent Resource Area and (5) Parent Information Board. Parents' receipt of this information will be documented by the collection of signed cover letters from the Title 1 Home School Compact. Parents will be informed about the school's curriculum during the Annual Title 1 Meeting; during Parent/Teacher conferences which parents are required to attend at least 4 times per school year and during the parent-teacher conferences, the Title 1 Home-School compact will be referenced; at parent activities and workshops; and through the school/teacher newsletters. Progress reports and report cards will be sent home on a quarterly basis. Information about other assessments, such as, Achieve 3000, Waterford and teacher-made assessments will be shared with parents at parent-teacher conferences.

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## 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:** The Administrator will run a current list of ELL students 4 times per year to help update teachers on any ESOL students they may have.

As much as possible, all parent involvement information will be translated into the native language of any ESOL parents. We will also utilize the resources of the School Board of Alachua County, when necessary.

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## 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.	Maximize parental involvement by offering activities at various times during the day/week.	Administrator	Increase parental involvement to raise student achievement.	8/1/16 – 6/30/17

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