

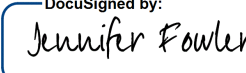
CAPE CORAL PREPARATORY AND FITNESS ACADEMY Title I, Part A Parental Involvement Plan

I, Jennifer Fowler, 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

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Date Signed 3/1/2016
Mission Statement

Parental Involvement Mission Statement (Optional)

Response:
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: Cape Coral Preparatory and Fitness Academy recognizes the importance of parental involvement in the successful education of our students. Towards that end our Title One Parent Engagement Facilitator will organize and implement programs to assist parents/ guardians in getting involved with their child's education. Additionally, along with the school Principal, the Professional Development and Parent Engagement Facilitator will work with teachers, students, and parents. In her role she will provide support and guidance to support teachers and staff in meeting the educational needs of all students. Furthermore, she will also work with our Principal and Title One Coordinator to provide meetings and information to parents about ways they can support their child and our school. The primary source of funding for our Title One PD and Parent Engagement Facilitator is Title I so all aspects of the expenditure of those funds must be transparent. At the beginning of the 2015-2016 school year a PTSO and SAC meeting will be held. At this meeting Cape Coral Preparatory and Fitness administration, teachers, parent/community liaison, staff, and others from the community are present. Notification of this meeting are made through personal contact, school newsletters, website, marquee and email listserv messages. At this meeting development of parental involvement programs, the SIP, Parent Involvement Plan, and the Title I Parent Involvement funds are outlined and discussed. Minutes will be compiled and used as a guide for future PTSO and SAC meetings where additional parental input is solicited. Agendas, sign-in sheets and meeting minutes will be maintained as documentation in the Title I Toolkit. Teachers and staff will use this time to inform parents and community about the programs of the school and how parents/families can be better involved in the education of the students of Cape Coral Preparatory and Fitness Academy.

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 I, Title III(ESOL), IDEA	Teachers will conduct a minimum of two conferences a school year with all parents, including ESOL parents, and parents of students with disabilities. Parent meetings will be held throughout the year along with information being disseminated in school newsletters monthly to provide information to parents about ways they can help their children at home. For example, how to login and use school wide standards based computer programs at home and how to reinforce what students are learning in class. Meeting notifications and flyers will be in both English and Spanish. Additional meetings for students needing Multi-Tiered System of Supports (MTSS) will be provided to students who need additional interventions. A parent survey will be used to determine what additional services and supports are needed for parent education.

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	Title I Annual Meeting	Administration, Teachers, Staff, Parent Liaison	September 2015	Sign-in sheet, Title I Toolkit, Newsletters and Agendas
2	Open House	Administration, Teachers, Staff, Parent Liaison	September 30, 2015	Sign-in sheet, Title I Toolkit, Newsletters and Agendas
3	School Advisory Council meetings	Administration, Teachers, Staff, Parent Liaison	Aug. 2015-May 2016	Sign-in sheet, Title I Toolkit, Newsletters and Agendas

4	School Newsletters	Administration, Teachers, Staff, Parent Liaison	Aug. 2015-May 2016	Sign-in sheet, Title I Toolkit, Newsletters and Agendas
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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: Cape Coral Preparatory and Fitness Academy is committed to Parent Involvement and will be as flexible as necessary with scheduling, programs, transportation, etc. In October 2015 the Title One PD and Parent Engagement Facilitator will conduct a survey of all parents to inform decisions about subject matter for upcoming parental programs. Information from the September 2015 meeting will also be used to inform these decisions. Once the determination has been made they will be advertised at Open House, parent pick-up, through the newsletter, email listservs, and the PTO/SAC. The Title One PD and Parent Engagement Facilitator, along with other staff will coordinate transportation needs for parents with transportation issues as needed. PTO/SAC meetings will be held monthly with free child care provided. Parent involvement workshops and opportunities will be held during the day and evening as need arises throughout the school year and based on parent input.

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	Open House	Administration, Teachers, Parent Engagement Facilitator, Title One Specialist, School Counselor	Creates a partnership between school and families to increase parent awareness of curriculum and to help foster positive attitudes towards education.	September 30th, 2015	Flyers, newsletter, Agenda, Sign-in Sheets, Minutes, Parent Surveys
2	CCPFA Website	Administration	Information and resources for parents on a variety of issues	Daily	Number of hits on the website
3	Student-led conferences	Teachers, Administration, Students	Students present their work to their parent/guardian	Twice a year	Parent feedback
4	School Newsletter	Administration, Parent Engagement Facilitator, Title One Specialist	Increase communication with parents.	Monthly	Parent feedback
5	Math Curriculum Nights	Grade Level Teachers, Administration	Provide information to parents on expectations and how parents can help their children	Once a year	Parent feedback, Sign-in sheets
6	Teacher/Parent Conferences	Administration, Teachers	Build parental awareness of student performance	On a needs basis	Parent feedback, Sign-in

					sheets
7	ELA Curriculum Night	Grade Level Teachers, Administration	Provide information to parents on expectations and how parents can help their children	Once a year	Parent feedback, Sign-in sheets

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	Research articles on Parent Involvement	Administration, Parent Engagement Facilitator, Title One Specialist, Teachers/Staff	To improve teacher/parent relations	Quarterly	Depth of discussion and faculty meetings, handouts/articles, newsletters
2	Faculty training on Parent Involvement	Administration, Parent Engagement Facilitator, Title One Specialist	To improve processes in education of teachers on the importance of Parent Involvement	Quarterly	Increased hours of Parent Involvement
3	Positive Communication Strategies	Administration, Parent Engagement Facilitator, Title One Specialist	To improve processes in education of teachers on the importance of Parent Involvement	Quarterly	Increased attendance at Parent Conferences

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: Activity/Workshops: Parent Workshops/Learning Opportunities, particularly for outreach and open communication to Hispanic families. Focus in Parent Meetings on how to bridge the home school connection including topics such as "Effective Strategies for Reading to you Child at Home" and "Preparing your Child for College in Kindergarten". Parents will also receive specific trainings on the school information systems and programs such as "PowerSchool - How to Monitor your Child's Progress" and "How to read Assessment Results".

Person Responsible: Parent Engagement Facilitator, Title One Specialist

Timeline: Twice per school year and more as determined by parent input and need

Evidence of Effectiveness: Sign-In Sheets, parent feedback

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: All families will be informed about Title I programs/workshops using the marquee, school newsletters, email listservs, and website. Handouts and/or flyers will be posted at the school, available at the front office, and sent home with students. Flyers and information will be in both English and Spanish. Information about Title I will also be discussed at SAC monthly meetings along with information about curriculum and assessments being discussed. Teachers also review the curriculum, expectations, assessments, and goals during Open House and Curriculum Nights. Weekly assessments are administered aligned to Florida standards taught and are sent home with all students and parents. Parent can schedule meetings with teachers as needed. Teachers and staff work with parents to schedule times that are convenient. Students create data folders and compile statistics on their progress. Twice yearly student led conferences are held so that students may review their work with their parents. District, state and federal test are used to ascertain student progress. The academic assessments used to measure student progress, in addition to classroom assessments, at CCPFA are as follow: Pre and Post academic assessments using Study Island standards based program, on-going formative assessments using Study Island, FAIR reading assessments, StMath, and quarterly benchmark assessments. The students are expected to pass with 70% accuracy. Complaints regarding the Title I Plan and/or its implementation at Cape Coral Preparatory and Fitness Academy will be directed to the District Title I office. Parents/Teacher conferences can and will be scheduled before, during, and after school. Translators will be present at conferences as needed.

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: CCPFA will provide information and school reports in a format and, to the extent practicable, in a language such that parents can understand. All communications will be sent in both English and Spanish. Translators will be available during regular school hours and at scheduled events. Translators will also be invited to parent/teacher conferences when needed. There are bilingual office staff available at all times. Flyers, postcards, newsletters and other materials are sent home in English and Spanish. The school will make every effort to provide special accommodations "when requested" for parents with disabilities and/or special needs. To monitor the distribution of information to parents, the following will be kept on file in the Title I Toolkit: agendas, minutes, copies of newsletters, handouts, and/or flyers, and email listserv messages sent to parents.

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:
☒ Not Applicable

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	170	Increase Student Achievement
2	Open House	1	170	Increase Student Achievement
3	School Advisory Council Meetings	7	170	Increase Student Achievement
4	PTO Meetings	7	170	Increase Student Achievement
5	School Newsletters	11	170	Increase Student Achievement
6	Blessing in a Backpack Program	52	25	Increase Student Achievement
7	Omas Heart Family Support Program	1	10	Increase Student Achievement
8	Shell Factory & Museum Field Trip	3	110	Increase Student Achievement
9	STMath and Study Island Home Login & Info	180	170	Increase Student Achievement
10	Talent show and Back to School Night	1	170	Increase Student Achievement

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	Title I Professional Development	7	20	Increase Student Achievement
2	Staff Meetings	20	20	Increase Student Achievement
3	ESOL Trainings	2	20	Increase Student Achievement
4	PTO Meetings	7	20	Increase Student Achievement
5	School Advisory Committee Meetings	7	20	Increase Student Achievement
6	Schoolwide Professional Development	9	20	Increase Student Achievement
7	Learning for Life Character Education Program	52	20	Increase 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
	Increased involvement in various meetings	

1	as year progresses	Provide incentives and special performances for meetings later in the year
2	Increase feedback from parents whose first language is not English	Assign staff of same language to personally reach out and solicit any potential feedback from families

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)

count	Content/Purpose	Description of the Activity
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