

**Dr. Martin Luther King Jr. Montessori Academy**  
**Parent Involvement Plan**  
**2016-2017**

## **Mission Statement**

Mission: To create an atmosphere where teachers demonstrate, monitor, encourage and model the characteristics that prepare students for 21st Century Learning in a positive relationship that impacts their homes, peers, community and the world.

## **Involvement of Parents**

*Dr. Martin Luther King Jr. Montessori Academy 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)].*

Parents are involved in the Title I program through monthly parent activities that begin early in the year with our **Annual Title I Public Meeting**. This meeting informs parents of the many components of the Title I program, introduces them to the school's curriculum and various assessments in each subject area, and recruits parents to become part of the school's decision-making process. Our procedure of combining *PTA, SAC, and Family Nights* into one evening continue to be successful in terms of providing parents a forum for participation in school events. Parents have the opportunity to attend staggered activities that involve them on several levels. SAC meetings throughout the year offer parents a vehicle for input into how parental involvement funds are used, what items should be included in the **Title I Home-School Parent Compact and Annual Title I Parent Survey**, and keeps parents informed as to the implementation of the **School Improvement Plan**.

*Dr. Martin Luther King Jr. Montessori Academy Newsletter* contains a "Title I Corner" to keep parents up-to-date on Title I issues and various ways to communicate with the school. A **Title I bulletin** is sent home via backpack with all students in early September to inform parents as to the location of the school and district **Parent Involvement Policies**, and ways to access the **School Improvement Plan**. The Bulletin contains copies, in three languages, of the **Parent Right to know Letter**. Information is provided on the **Parent Involvement Resource Centers (PIRCS)**. The school's website contains an extensive section on Title I activities and features each parent night with photographs and news releases.

## **Coordination and Integration**

*Dr. Martin Luther King Jr. Montessori Academy 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     | IDEA    | Supplemental instruction support provided by the school will be |

|   |                            |  |
|---|----------------------------|--|
| 2 | Head Start                 | Head Start Pre-Kindergarten teachers will conduct at least two home-visits, and hold joint parent meetings to discuss specific learning needs of students and their academic progress. |
| 3 | PLACE                      | PLACE teacher will conduct at least two home-visits, hold joint parent meetings to discuss specific learning needs of students and academic progress.                                  |
| 4 | Parent Montessori Training | Montessori and Curriculum Coaches will have parent trainings to bridge the gap between Montessori at school and home.  |

### Annual Parent Meeting

*Dr. Martin Luther King Jr. Montessori Academy will take the following actions 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, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1118(c)(1)].*

| Count | Activity/Tasks                       | Person Responsible            | Timeline             | Evidence of Effectiveness |
|-------|--------------------------------------|-------------------------------|----------------------|---------------------------|
| 1     | Public Meeting Flyer                 | Title I Liasion               | August 29, 2016      | Flyer                     |
| 2     | Announcement (parent link)           | Assistant Principal           | August 29, 2016      | Parent link report        |
| 3     | Develop an agenda and sign-in sheets | SAC Chair and Title I Liasion | Monthly SAC Meetings | Agenda and sign-in sheets |
| 4     | Annual public Title I meeting        | Title I Liasion               | September 3, 2016    | Agenda and sign-in sheets |

### Flexible Parent Meetings

*Dr. Martin Luther King Jr. Montessori Academy will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, childcare, or home visits, as such services related to parental involvement [Section 1118(c)(2)].*

Dr. Martin Luther King, Jr. Montessori Academy will schedule meeting times during the day or evening to better accommodate parents. Our school will hold an orientation for parents to inform them about the school's

achievement goals. Parents will also be given suggestions for assisting students with Montessori projects and supporting the students in their goals. The school will offer parents a special workshop each year to provide an explanation of statewide assessment, standards, and other accountability measures. Also, the school will host several academic literacy trainings where childcare will be provided.

### ***Building Capacity***

***Dr. Martin Luther King Jr. Montessori Academy 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)].***

| <b>Count</b> | <b>Content/ Type of Activity</b>              | <b>Person Responsible</b>                  | <b>Correlation to Student Achievement</b>   | <b>Timeline</b>                    | <b>Evidence of Effectiveness</b>              |
|--------------|---|--|---|------------------------------------|---|
| 1            | All Pro Dads / Leading Ladies                 | Administration , coaches, and lead teacher | Parents will be provided with grade specific instructional strategies and resources they can use at home. | Monthly (2nd Tuesday of Each Month | Flyer agenda sign- in sheets evaluation forms |
| 2            | Meet the Teacher / Introduction to Montessori | Administration , coaches, and lead teacher | Parents will be provided with grade specific instructional strategies and resources they can use at home. | August 23, 2016                    | Flyer agenda sign- in sheets evaluation forms |
| 3            | Literacy Night                                | Literacy Coaches                           | Parents will be provided with grade specific instructional strategies and resources they can use at home. | January 26, 2017                   | Flyer agenda sign- in sheets evaluation forms |
| 4            | Science Night                                 | Science Coach                              | Parents will be provided with grade specific instructional strategies and resources they can use at home. | March 16, 2017                     | Flyer agenda sign- in sheets evaluation forms |

|   |            |            |  |                   |   |
|---|------------|------------|--|-------------------|---|
|   |            | , coach    | of technology resources  | 20, 2016          | sheets evaluation forms                       |
| 6 | Math Night | Math Coach | Parents will be exposed on practical ways to make math connections in student daily lives. | February 16, 2016 | Flyer agenda sign- in sheets evaluation forms |

### Staff Training

*Dr. Martin Luther King Jr. Montessori Academy will offer the following training to staff (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/Type of Activity   | Person Responsible | Correlation to Student Achievement  | Timeline        | Evidence of Effectiveness                              |
|-------|--|--------------------|---|-----------------|--|
| 1     | Montessori Staff Training  | Summit Questa      | Improve the ability of staff to work effectively with parents using the Montessori method | On-going 2016   | Agenda and sign in sheets evaluation and feedback form |
| 2     | Montessori Training (Paraprofessionals/AS P)                             | Montessori coaches | Staff with understand the philosophy and essential components of montessori instruction   | On-going 2016   | Agenda and sign in sheets evaluation and feedback form |
| 3     | Effective Conferencing Techniques / Agendas as a Parent Involvement Tool | NESS Coach         | Due to more effective conferences, teachers can   | August 24, 2016 | Teacher feedback forms                                 |

|  |  |  |                                     |  |  |
|--|--|--|-------------------------------------|--|--|
|  |  |  | results by partnering with families |  |  |
|--|--|--|-------------------------------------|--|--|

## Other Activities

*Dr. Martin Luther King Jr. Montessori Academy will offer other activities, such as parent resource centers, the school will conduct these activities to encourage and support parents in more fully participating in the education of their children [Section 1118 (e)(4)].*

Title I mobile unit will be requested for one of the SAC/SAF/PTA meeting as well as for our Open House.

Parents will be informed of the Title I parent resource center in the monthly and or quarterly newsletter.

## Communication

*Dr. Martin Luther King Jr. Montessori Academy will provide parents of participating children the following [Section 1118(c)(4)]: 1118(c)(4)(A)];*

- *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 also submit the parents' comments on the plan that will be available to the local education agency [Section 1118(c)(5)].*

Dr. Martin Luther King, Jr. Montessori Academy will provide information regarding Title I programs in a timely manner, using various methods of communication (newsletter, website, meetings, marquee, flyers, social media). Information about Title I programs, academic programs such as ASP and ELO. Florida State Standards and Grade Level Expectations will be shared with parents during Open House/Title I Information Meeting. Classroom teachers will explain and discuss the school's curriculum, the assessments used to measure student progress during Open House. Title I teachers and administration will explain Title I programs and opportunities at the Title I Public Meeting. Parents will be given the opportunity to ask questions to help in their understanding of all items discussed at the annual Title I Public Meeting. Parents who qualify will be notified of school choice options and tutoring options during Open House. Assessment data will be shared along with status of school improvement goals through the school newsletter and on the school website.



*Dr. Martin Luther King Jr. Montessori Academy 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)]*

Dr. Martin Luther King, Jr. Montessori Academy will provide the School Parent Involvement Plan (PIP) as needed, in English, Spanish, and Haitian Creole. Parents will be sent notification of the plan in the school's newsletter, website, and made available in the front lobby of the school. All correspondences regarding the parent meetings will be created in the aforementioned languages and distributed to parents to increase participation. Additional documents will be made available for parents in a number of languages. Documents include: 4 week letters, notice of non-highly qualified teachers, and school improvement plan.

### **School-Parent Compact**

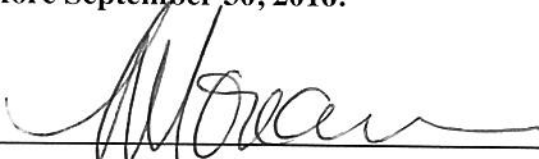
As a component of the school-level parent involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact, that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement [Section 1118(d)].

Provide the LEA electronically the School-Parent Compact and evidence of parent input in the development of the compact.


### **Adoption**

This School Parent Involvement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by the School Advisory Council's meeting minutes.

This plan was adopted by the school on     (04/24/2016)     and will be in effect during the 2016-2017 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 30, 2016.

  
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Signature of Principal

08/24/2016  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Sac Chairperson

08/24/2016  
\_\_\_\_\_  
Date