

MATER BRIGHTON LAKES Title I, Part A Parental Involvement Plan

I, Carmen Cangemi, 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

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: Mater Brighton Lakes believes that positive parent/family involvement is essential for student achievement. Therefore, all MBL administrators, teachers and staff encourage parental involvement in all aspects of MBL school activities by encouraging parents to complete 30 engagement hours.

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: Mater Brighton Lakes Academy holds parental involvement at its core. Therefore, we strive to involve all parents in the planning, review and improvement of our Title I programs and our Parent Involvement Plan (PIP). After completion of the PIP, our School Advisory Council (SAC), will supervise Title I parental involvement. SAC consists of a well distributed sample of administration, teacher, parent and student representatives. All parents are invited to collaborate, implement, and evaluate both the School Improvement Plan (SIP) and the PIP. Although parents are selected to be SAC members, all parents are welcome to collaborate on these documents.

Through SAC, all Parents are asked for input on activities, staff trainings, and materials provided by the school. SAC will determine how parental involvement funds will be spent. Parental input will be documented in the recording of parent comments in the minutes for SAC meetings and/or by a summary of parent comments on the various surveys or documents discussed. Parents are invited to attend meetings regarding the development of the required plans through flyers, the school calendar, constant contact and social media. Parents can review the previous year's plan and participate in discussing what should remain in the plan as well as what should be amended. The school uses notes from the group discussion to guide writing these plans.

MBL offers several opportunities for parents to become involved at school:

School Advisory Council (SAC)

TEAMS (Parent Association)

Book Fair Nights/ Literacy Nights

FSA/ Curriculum Night

Title I Parent Meetings

School Improvement Plan

STEM Family Night

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 III	The administrative team at MBL, alongside their teachers and staff collaborate to provide translation for parental communication and parent activities throughout the year.
2	Title X	Through our guidance counselor, families that are identified as FIT are provided with uniform assistance, supplies, and other services as warranted.

3	Individuals with Disabilities Education Act (IDEA)	At the time of developing an Individual Education Plan (IEP), the benefits of programs used to provide supplemental instruction are discussed with the parents.
4	Title II	Professional development is facilitated to provide teachers with resources to increase parent communication and involvement.

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	Set a date	Administrative Team	August	Date is posted on school calendar.
2	Maintain documentation	Lead Teacher	August	Title I Box will be housed in the Lead Teacher's office and all documents will be filed here in addition to sharing it with the Title I Liaison.
3	Marketing & Advertising	Lead Teacher	August/September	Create flyer and post information in all our communication programs.
4	Develop Agenda and Handouts that include required components	Administrative Team	September	Copies of agendas and Handouts.
5	Develop Sign In Sheets	Lead Teacher	September	Sign In Sheets for meeting.

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: All parent meetings and conferences are held before, after and during school hours for the convenience of the parents. This includes all meetings with guidance, administration, teachers, ELL/ESE and MTSS committee 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
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1	Title I Compact individual Conferences	Classroom Teachers	Teachers will conduct individual parent conferences to discuss the Title I Compact with the parents.	Throughout the year	Title I Parent Communication Log
2	Parent Conferences to discuss assessments	Classroom Teachers	Teachers will schedule parent conferences to discuss each individual student's assessment results, expectations, and goals for the current year. Teachers will also inform parents on how to log in to FOCUS to monitor their child's academic progress.	Throughout the year	Parent Contact Log.
3	FSA Information Night	Administrative Team	A general assembly will provide information for parents about grade level proficiency, Florida Standards, NG-SSS, and strategies parents can implement at home.	February	Sign in sheets, handouts, parent surveys
4	STEAM Night	STEAM Committee	Families will participate in STEAM hands on activities to reinforce required academic skills and concepts. This will also provide parents with at home resources and tools to further help increase their child's academic progress.	November	Sign in sheets, handouts, parent surveys
5	Literacy Night	Literacy Committee	Families will interact with MBL's staff while learning age-appropriate reading strategies	April	Sign in sheets, handouts, parent surveys
6	Title I Annual Parent Meeting	Administrative Team	Parents will be able to learn and explore all aspects of Title I.	September	Sign in sheets, handouts, parent comments

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	Communicating and working with parents	Administrative Team, Guidance Counselor, Title I Program Specialist	Provide teachers with tools that will enable them to communicate better with their parents to help further student progress.	Monthly throughout the year	Compact Documentation, Meeting agendas, Sign-in sheets
2	Implementation and coordination of parent programs at MBL	STEAM/ Literacy Committees	Provide parents with tools and activities that will teach effective strategies when working with their children at home	Bi-annual	Meeting agendas, Sign-in sheets, and handouts.
3	Cultural Awareness	Title I Program Specialist	Provide framework for developing cultural awareness to help bridge the cultural gap	On going	Handouts
4	Different Levels of Parental Involvement and Requirements of Section 1118	Title I Program Specialist	Provide information about the 5 levels of parental involvement and parent's rights	First quarter	Sign-in Sheets, agendas, ppt. presentation

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: MBL offers several opportunities for parents to become involved at school:

School Advisory Council (SAC)- Parents meet monthly with members of Staff and Administration to discuss important topics related to our school, student population, academic success, and financial decisions.

TEAMS (Parent Association)- Parents meet monthly after SAC meetings to discuss various ways to help our school via volunteer service and fundraising.

Book Fair Nights/ Literacy Nights - Families are exposed to different reading strategies that they can use at home to further academic progress and literacy success.

FSA/ Curriculum Night- Informational Night for Families. The administrative team presents on the myths and realities of the FSA and how families can help the school prepare their children.

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: MBL believes that communication is key to carrying out our mission and provides parents with timely information to actively participate in the child's education.

Open House - This event provides an opportunity to meet the teacher and visit the school. Parents will become familiar with all available resources and will discuss communication ways. Title I packets are distributed at Meet the Teacher event and are followed up with Individual Parent Conferences.

MBL Annual Title I Parent Night- provides parents a general overview of the Title I program and its benefits. It also provides key information on how to participate in decisions related to the education of their child.

Teachers are reminded throughout the year to ensure that all compact meetings are being held in a timely manner and are encouraged to maintain a high level of parental communication with parents to ensure high attendance at our school events.

Teachers will also hold individual parent conferences to discuss academic progress or concern with parents. All parent-teacher communication will be documented in their communication log.

Title I Annual Parent Meeting- a Title I Power Point will be presented and discussed annually to clarify any questions or concerns.

FSA Night - Curriculum and standards will be discussed and parents will have a chance to ask questions regarding the examination and student requirements.

Through our school website, parents are encouraged to contact our teachers regarding the progress of their child. All communication between parent/guardians and the school will be returned within 24 hours upon receipt.

SAC meetings are held monthly and are comprised of administration, teacher, parent and student representatives. The group works together to review the SIP, PIP, and Title I Compact.

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: MBL will provide written communication in English and in Spanish.

The PIP Summary Brochure will be distributed to all parents with the beginning of school materials and will be available at all parent events.

Translators will be available when feasible at parent meetings/ events and in school offices to provide language services.

Documentation of bilingual parent communication will be kept in the Title I Box in the Lead Teacher's office.

All parent activities will be accessible to parents with disabilities.

MBL uses a mass emailing system to communicate with parents and inform them of upcoming events.

MBL's website allows the school to communicate our calendar of events and important news. The website also serves as a medium for parent - teacher communication.

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	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and	Literacy Night	Literacy committee	Literacy Night will provide teacher led activities exposing families to reading strategies to further the child's reading comprehension as well as making them more confident in their own literacy.	April
2	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	PALS/ SAC	SAC Chairperson	Parents will motivate each other to partake in their child's educational experience.	Throughout the year
3	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	Parent Teacher Conferences	Classroom Teachers	Provide information to parents regarding their child's progress	Throughout the year

	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)];				
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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	N/A	1	548	N/A

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	N/A	1	548	N/A

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	Parents were lacking transportation	Changed the time of meetings to coincide more with dismissal and arrival.
2	Parents were hungry	MBL provided light snacks at all meetings.

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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