## EXCELSIOR LANGUAGE ACADEMY OF HIALEAH K-8 Title I, Part A Parental Involvement Plan

I, Clint Duvo 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)];
* 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)

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| **Response:** We believe that a partnership must exist between our parents and school at Excelsior Language Academy K-8 Charter. We provide a variety of opportunities for parents to be involved in activities supporting our school. We will provide materials that can successfully be used at home to reinforce the academic success of our students.  |

**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 [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

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| **Response:** Excelsior Language Academy believes in involving parents in all aspects of its Title I programs. An annual orientation meeting will be held to inform parents of students in the Title I Program of their right to be involved. The school will ensure that parents have the information needed to make well-informed choices for their children and effectively share responsibility with their children's school. Parents will be highly encouraged to have their children participate in tutorial programs offered by the school. An effective communication system from home-to-school and vice versa to ensure parents have information about school programs and their child's progress have been implemented. Parent-Teacher conferences have been schedule and will be held to discuss the individual child's achievement. In addition, parents will be provided frequent reports on their child's progress. Frequent communication with parents will occur via parent-teacher conferences, newsletters, conferences held with the school's administration and/or CIS. The school will also recruit and provide parents with the opportunity to volunteer at the school site once the parent has been cleared as a volunteer. Parents are encouraged to participate whereby they are given the opportunity to participate in the decision making process of the school. The Community Involvement Specialists will assist parents in establishing home environments that support their child's learning. At Excelsior Language Academy we believe that positive parent/family involvement is essential to student achievement thus encourages such involvement in school educational planning and operations. Furthermore, parents are encourage to participate in the school EESAC meetings.  |

**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)].

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| **count** | **Program** | **Coordination** |
| 1 | Coffee Chats with Principal | Monthly parent meeting with the principal to discuss a variety of issues as it relates to student education  |
| 2 | Supporting Home Learning | The school will train and support parents in strategies on how to reinforce learning at home. |
| 3 | Literacy at Home | The school will teach parents how to reinforce literacy at home with their children.  |
| 4 | Getting Fired-up for the Common-Core | The administration and designated staff members will train parents on how to help their children become better test takers.  |
| 5 | Parent Academy | This program is implemented throughout the school year and will provide parents a varity of meaningful parental experiences. |
| 6 | Title I Meetings | Parents meet with staff on a variety of in-services regarding reinforcing academic skills, state and district testing, implications of assessment data and Title I services |
| 7 | EESAC Meetings | Monthly EESAC meetings will inform parents of school-wide events, address concerns of parents, and assist parents how to become involved in school events and the academic success of their child. |

**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)].

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| **count** | **Activity/Tasks** | **Person Responsible**  | **Timeline** | **Evidence of Effectiveness** |
| 1 | Annual Title I Meeting | Assistant Principal | October, 2016 | Copies in Title I Boxes |
| 2 | Maintain Documentation | Assistant Principal  | October, 2016 | Copies kept in Title I boxes |
| 3 | Develop Sign-sheets | Principal | October, 2016 | Sign-in Sheets, Feedback Forms , agendas, sign in sheets, minutes and Presentation |

**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)].

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| **Response:** Excelsior Language Academy implements a Title I program which offers a flexible number of parental involvement meetings at times that encourage as many parents as possible to attend meetings. Our school gives careful consideration to family schedules and outside commitments when determining the days and times of meetings. At Excelsior Language Academy we offer:· After School or evening;· Saturday sessions;· During the school day;· Before the school day begins; and · During the day on a teacher in service day. |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Gradebook Navigation/Support | Gradebook Manager/Maria Piedrahita | Provide parents training on how to access student grades and monitor students' academic progress. Parents who are monitoring their child's academic progress will lead to better academic achievement | Fall 2016 & Winter 2017 | Sign-in Sheets/Feedback |
| 2 | Supporting Home Learning | Assistant Principal | The school will train and reinforce strategies taught in school. The strategies will further assist in understanding the Florida State Standards. | Fall 2016 & Winter 2017 | Sign-in/Feedback |
| 3 | Literacy at Home | Darlene Diaz/Lead Teacher | Parents will acquire research-based knowledge on the importance of literacy and its impact on student achievement. Parents will learn strategies how to reinforce literacy at home using technology and motivational strategies.  | Fall 2016 | Sign-in/Feedback |
| 4 | Getting Fired up for the Florida State Standards | Assistant Principal | Staff will train parents about the test items on State/District Tests. After the training, parents will be able to assist the students with test-taking strategies. | Fall 2016 | Sign-in/Feedback |
| 5 | Parent Academy | Principal/Assistant Principal | Staff will provide in-services on a variety of subjects such as, computer programs that reinforce literacy, math skills, and research skills.  | Quarterly Basis | Sign-in/Feedback |
| 6 | EESAC Meetings | EESAC Chair- Melissa Martinez | Meeting will provide information for parents regarding events to increase parental involvement and help plan activities that will further inform parents how to assist student learning gains. | Monthly | EESAC meeting minutes |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Parent Conferences | Principal | Teachers learn how to conduct effective parent conferences | October 2016 | Parent Conference records |
| 2 | Title I Administration Annual Procedures Meeting for Principals | Title I Administration, District and Principal | It is to train the staff on the implementation of techniques to increase parental involvement that are linked to improving academic achievement. | Throughout the year | As evidenced by increased achievement in standardized test scores |
| 3 | MDCPS-EESAC | District School, EESAC Chair | The District makes training available to assist schools in effectively managing their councils so that parents are fully involved in the development and review of the SIP that is linked to improving academic achievement. | Throughout the school year | As evidenced by increased achievement in standardized test scores |
| 4 | Intenet Safety & Security  | Administrators  | Teaching parents & student cyber safety | May 2017 | Agendas, Sign in sheets |
| 5 | New Florida Standards | Administrators | Knowing the new Florida Exam | May 2017 | Agendas Sign In sheets |

**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)].

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| **Response:** Excelsior Language Academy staff will assist parents in the Parent Resource Center. We will ensure a family-friendly school which will encourage teachers to help parents become involved. With the help of the ELA's staff, we will develop support groups for parents and families; providing parent leadership training sessions. In addition, we will create and maintain a school website which will have information readily available for parents.  |

**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)].

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| **Response:** Excelsior Language Academy will provide parents of participating children in a timely manner, information about the programs funded by Title I. The information provided will include but not limited to:· The school's curriculum;· Information on the forms of academic assessment used to measure student progress;· Information on the proficiency levels students are expected to meet; and· Information on their child's level of achievement on the State's assessment in at least reading/language arts and mathematicsUpon the request of parents, Excelsior Language Academy will provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. In addition, Excelsior Language Academy will coordinate and hold a general meeting where information will be presented about the Title I programs, the curriculum and academic assessments. Parents will be provided a copy of the Parent Compact; upon completion of this meeting, parents will be invited to visit their child's classrooms and meet staff. Teachers will maintain sign-in sheets of the parents present. All correspondence will be provided in writing to parents in English & Spanish. |

**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)].

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| **Response:** Because regular communication is the foundation of effective parental involvement, Excelsior Language Academy will provide parents of participating children information in an understandable and uniform format. Information will be provided to parents in a language where parents can understand as well as written translations of printed materials will be provided to parents with Limited English proficiency. Translators will be provided at all parent meetings and in school offices to provide translation services to ensure that parents are able to fully participate in 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:

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| **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 | Parent Meeting | Administration | Improve Scores on District and Standardized Assessments | Winter 2017 |
| 2 | Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and | Parent Meeting | Administration | Improve Student Performance | Winter 2017 |

**Upload Evidence of Input from Parents**

Upload evidence of parent input in the development of the plan.

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| [Uploaded Document](file:///C%3A%5CUsers%5CAdministrator%5CDownloads%5CfileUploads%5C135029_2015-2016_uploadEvidenceParentInput.docx) |

**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.

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| [Uploaded Document](file:///C%3A%5CUsers%5CAdministrator%5CDownloads%5CfileUploads%5C135029_2015-2016_uploadCompact.pdf) |

**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.

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| [Uploaded Document](file:///C%3A%5CUsers%5CAdministrator%5CDownloads%5CfileUploads%5C135029_2015-2016_uploadCompactEvidence.docx) |

## 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.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Parent Workshops  | 4 | 75 | Parents were given information on how to help their children with homework & FCAT type questions |
| 2 | Orientation Meeting  | 2 | 120 | Parents learned on how to get involve in their child educations through school activities  |
| 3 | Parent Conference Night  | 4 | 60 | Parents were given information on their child progress and suggestions on how to improve it |

**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)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Data Analysis  | 2 | 68 | Help parents identified their child's deficiencies  |
| 2 | Classroom Planning | 2 | 44 | Help parents to show their child time management |
| 3 | Grade Book Training  | 2 | 78 | Help parents read the grade book in the parent portal |

**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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Limited English Proficiency | Provide Translators  |
| 2 | Economically Disadvantaged | Provide child care during meetings |

**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)

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| **count** | **Content/Purpose** | **Description of the Activity** |