## Miami Springs Elementary School Title I, Part A Parental Involvement Plan

I, Sally M. Hutchings, 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:** Our Mission is to provide the highest quality education in an ever changing digital and media society. The entire staff is dedicated to implementing the new Florida State Standards. Additionally, we will ensure that our students are provided with the tools needed to maximize their learning potential, and that every child has the opportunity to reach his or her maximum academic potential by providing them with a quality education. |

**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:** The school will conduct quarterly Educational Excellence School Advisory Council (EESAC) meetings to discuss the School Improvement Plan and how monies will be spent. The meetings will be advertised, as per Florida State Statute, in order to give parents advance notice of meeting dates. Announcements will be sent via e-mail, connect ed messages, the monthly parent calendar, and fliers. Additionally, the school will conduct several parent workshops to increase parental awareness of the Standford Achievement Test, the Florida Standards Assessments, and FCAT 2.0 Science requirements.  |

**Coordination and Integration**

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| 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)].  |  |  |
| N/A |  |  |
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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 (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)].

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| **count** | **Activity/Tasks** | **Person Responsible**  | **Timeline** | **Evidence of Effectiveness** |
| 1 | Title I Orientation Meeting | Administration  | September 2016 | Sign In Sheets and Agenda |
| 2 | Science Night | Science Liaison | January 2017 | Sign In Sheets |
| 3 | Family Relationships/Parent Building | Leadership Team/TBA | Monthly | Sign In Sheets |
| 4 | Literature Parade | All Faculty and Staff | October 2016 | Sign In Sheets |
| 5 | Florida Standards Parent Night | 3rd-5th Grade Teachers | February 2017 | Sign In Sheets |
| 6 | SAT Parent Night | K-2nd Grade Teachers | February 2017 | Sign In Sheets |
| 7 | Mother's Day Celebration | K-2nd Grade Teachers | May 2017 | Sign In Sheets |
| 8 | Open House | All Faculty and Staff | September 2016 | Sign In Sheets |

**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:** Title I Parent Meetings will be held on a monthly basis, and flexible hours and child care services will be utilized and provided to encourage parent participation. Informational workshops will be offered during both the morning and evening hours, and informational boards, connect ed messages, school calendars, and fliers will be utilized to announce meetings. In addition, parent conferences will accommodate the needs of the parents who are unable to attend during the classroom teacher's scheduled planning time, such as before or after school, and phone conferences can also be arranged, if necessary. |

**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 | Accessing The Parent Portal | Teachers | Florida Standards Practice Activities | August 2016 - June 2017 | Progress Monitoring |
| 2 | Navigating The Parent Portal | Alex Padron | Various Educational Resources | August 2016 - June 2017 | Parental Support |
| 3 | The Electronic Gradebook | Barbara Soper | Awareness of Student Achievement | August 2016 - June 2017 | Parental Support |
| 4 | Understanding Data | Administration/Instructional Coach | Awareness of Student Achievement | January 2017 | Progress Monitoring |
| 5 | Parent Workshop | KG-2nd Grade Teachers | Awareness of Student Achievement  | November 2016-February 2017 | Parental Support |
| 6 | Third Grade Parent Night | Third Grade Teachers | Awareness of Student Achievement | January 2017 | Progress Monitoring |
| 7 | Understanding Florida Standards | Grade Level Chairs | Awareness of State Standards | September 2016-April 2017 | Progress Monitoring |
| 8 | Understanding Attendance | Parent Outreach | Awareness of Policies and Procedures | October 2016 | Progress Monitoring |
| 9 | Reading/Writing | Grade Level Chairs | Awareness of Student Achievement | September 2016-May 2017 | Progress Monitoring |
| 10 | Mathematics | Grade Level Chairs | Awareness of Student Achievement | September 2016-May 2017 | Progress Monitoring |
| 11 | Science | Grade Level Chairs | Awareness of Student Achievement | September 2016-May 2017 | Progress Monitoring |

**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 | Increasing Parental Involvement | Leadership Team/TBA | Enabling Awareness | November 2016 | Parental Communication |
| 2 | Parent Academy Goals  | Leadership Team/TBA | Awareness of Resources | January 2017 | Parental Participation |
| 3 | Increasing Rigorous Instruction | Instructional Coaches/Liaisons | Critical Thinking | August 2016-May 2017 | Student Achievement |
| 4 | Differentiated Instruction | Administration/Instructional Coach | Awareness of Standards | August 2016-May 2017 | Student Achievement |
| 5 | Head Start Standards | Early Childhood Department | Awareness of Standards | October 2016 | Student Achievement |
| 6 | Infusing Technology with Fidelity | Administration/Instructional Coaches | Modality Learning  | August 2016-May 2017 | Student Achievement |

**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:** The school's Parent Resource Center will be utilized by parents throughout the day. Various "Family Fun Nights" and parent workshops will be conducted in an effort to demonstrate the numerous ways that parents can reinforce the skills taught at school, and how to involve their children in "hands on", critical thinking activities.  |

**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

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| 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:** Timely information about the Title I Program will be sent by various means of communication, including connect-ed messages, monthly calendars, newsletters, and fliers. Descriptions and explanations of the school curriculum, various assessment instruments, and the achievement of expected proficiency levels will be discussed several times a year. Discussions will take place during Title I, EESAC, and PTA Meetings. Family "Fun Nights" will also be utilized as a forum for discussion.  |

**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:** Communications sent to parents regarding the Title I Program will be sent in the three languages spoken by the parents of our students. Messages sent via connect-ed will also be conveyed in three languages. Parents will be provided with translation by the appropriate staff member(s) during workshops, meetings and conferences.  |

**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:

X Not Applicable

**Upload Evidence of Input from Parents**

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

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**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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**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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## 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. (We were not Title I last year, however:

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | FSA/SAT Parent Night | 2 | 50 | Provided parents with information that allowed them to be informed on the 2016 assessments. |
| 2 | M-DCPS Parent Portal Assistance | 2 | 25 | Allowed parents to utilize the M-DCPS website on a regular basis. |
| 3 | Electronic Gradebook  | 2 | 30 | Allowed parents to check their children's grades on a regular basis. |
| 4 | Understanding Data | 1 | 30 | Assisted parents with understanding student data. |
| 5 | Nutritionist | 1 | 35 | Informed parents about the importance of nutritious meals, and gave examples and samples. |

**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 | Increasing Parental Involvement | 3 | 60 | Enabling Awareness  |
| 2 | Parent Academy | 2 | 60 | Available Activities for Parents  |

**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 | Child Care | Allow parents to bring their children. |
| 2 | Work Schedule | Have meetings in the morning and/or evening. |
| 3 | Transportation | Allow a family member to attend in their place. |

**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)

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