

## WINSTON PARK K-8 CENTER Title I, Part A Parental Involvement Plan

I, Raquel Pelletier, 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)].

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Signature of Principal or Designee

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Date Signed

### Mission Statement

Parental Involvement Mission Statement (Optional)

**Response:** The mission for parental involvement at Winston Park K-8 is to provide parents with the best educational experiences and services in order to provide a safe learning and nurturing environment for their children.

### 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:** Winston Park K-8 Center has an open door policy. Parents are welcome to visit the parent resource center and/or meet with the Community Involvement Specialist (CIS) to receive information and/or information regarding services available. The CIS provides parents with information regarding available services related to financial assistance, housing, and emotional/psychological issues.

Parents are invited to volunteer in the classrooms, to become members of the PTSA and to serve on the Educational Excellence School Advisory Committee (EESAC). Parents who serve on the EESAC are involved in the discussion regarding how funds are expended.

In order to keep parents informed with regards to school events a monthly calendar is distributed. The PTSA composes and distributes a quarterly newsletter and holds bi-monthly meetings. Each week a connected message is delivered informing parents of all activities for the week. WPK8 also has an Instagram and Twitter account to share exciting news and events.

## 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 and Parent Academy	The Parent Academy and the Title I office coordinate meetings to provide workshops for parents on a bi-monthly basis at the school.
2	Voluntary Pre K Program (VPK)	The VPK office works together with the school to coordinate a transition workshop for students and parents entering Kindergarten.
3	Title I and PTSA	The PTSA and the CIS coordinate meetings to provide workshops for parents at the school a minimum of 3 times per year.

## 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 Orientation Meeting	Assistant Principal	9/13/16	Sign In Sheets, Agenda
2	EESAC Meetings	EESAC Chair/Assistant Principal	8/24/16	Sign In Sheets/Agenda
3	Florida Standards Assessment Night	Leadership Team	February 2017	Sign In Sheet/Agenda/Presentation
4	Articulation Night	Assistant Principal	January 2017	Sign In Sheet/Program

## 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:** The leadership and staff of Winston Park K-8 School strongly believes that parental involvement is crucial for academic success. In order to ensure that parents attend parent meetings, a flexible schedule must be in place. Our first Title I meeting will be held on September 13, 2016. At this meeting, the community involvement specialist will survey parents to determine the best days and times for parents to attend. In addition a survey will be sent home via students. Upon receiving returned surveys, a schedule will be made to determine times feasible for greatest participation. The school will work with the Parent Academy to schedule monthly meetings and/or parenting classes. During these meetings the Community Involvement Specialist (CIS) will be available to organize childcare services.

The parent resource center is open daily to guide parents in a variety of ways; the CIS offers computer assistance, allows for the parents to check out materials to use at home, gives community resources, and guides parents as they fill out applications. The CIS maintains records of parent participation and uses this information to modify the schedule.

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	Kindergarten & New Student Orientation	Assistant Principal	Provide parents with information that will provide support and guidance for students to achieve academic success.	8/19/16	Sign In Sheets; Academic Performanc
2	6th Grade Orientation	Assistant Principal	Provide parents and students with strategies for appropriate use of technology and social media, discuss cyber bullying, and sexting. Discuss with parents and students action to be taken as it relates to middle grade student safety.	8/18/16	Sign In Sheets;Academic Performance
3	Before and After School Parent Technology Access	CIS	Provide parents ongoing support to access the parent portal, Florida Virtual Classes for middle grades students, and school site adopted math and reading support programs.	9/16-6/17	Parent Sign-In when Visiting the CIS Room
4	High School Magnet Fair	Counselor	Provide parents and students with information as it relates to programs available and the application process.	10//16	Sign In Sheets; Enrollement
5	Florida Standards Parent Workshop	Leadership Team	Provide parents with information as it relates to implementation of the Florida Standards in primary grades, and tools that can be used to support student understanding of instructed concepts.	1/17	Sign In Sheets;Agenda; Presentation
6	EESAC Meetings	EESAC Chair	EESAC meets to discuss student academic needs & purchase resources or programs to increase student achievement.	Monthly	Sign In Sheets;Agenda
7	PTSA Meetings	PTSA President	PTSA meets to discuss student academic needs & purchase resources or programs to increase student achievement.	Quarterly	Sign In Sheets ;Agenda

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	2 Inservice Trainings	Community Involvement Specialist	The CIS will share the information gathered at the meetings with teachers.	Throughout the Year	Sign In Sheets, Agenda
		Community			

2	CIS Trainings	Involvement Specialist	The CIS will share the information gathered at the meetings with teachers.	Throughout the Year	Sign In Sheets/Agenda
3	Counselor Professional Development	Counselors	The counselor will share the information gathered at the meetings with teachers.	Throughout the Year	Sign In Sheet/Agenda/Presentation
4	Review of Parent Involvement Plan at Faculty Meetings	Assistant Principal	The Assistant Principal will share with the faculty and staff the goals and strategies explained in the PIP, and provide opportunities for input and participation in planned activities.	10/16	Sign In Sheets, Agenda

## 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:** Parents at Winston Park K-8 will have the opportunity to more fully participate in the education of their children through involvement in PTSA. The excitement generated by the growing membership of the PTSA will attract parents in many positive ways. Connect-ed telephone e-mail messages invite parents to participate.

WPK8 is on social media and has both a Twitter and Instagram account. The information shared through social media provides information regarding upcoming events and the wonderful things happening at the school.

Grade level parent meetings through the FSA Parent Night will provide parents strategies and techniques to bring classroom lessons to life at home. Bilingual staff members will be present at all meetings to translate the information for parents whose only language is Spanish.

## 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:** The Title 1 annual orientation meeting, is the first opportunity of the school year for parents to hear about Title 1 programs. At this meeting parents and students will learn about the curriculum provided by the state and how to download grade level expectations from the computer.

FSA/SAT parent meetings are held at different times during the year to inform parents about benchmarks and skills necessary for their child to be successful.

Parent-Teacher conferences are held to provide parents individualized assistance according to their child's specific academic needs.

Social media and Connect-ed are used consistently to disseminate important information and for positive public relations.

## 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:** Parent meetings will be held at different times of the day throughout the school year to maximize parent participation. Bilingual staff members will be present at all meetings to translate information for parents who speak only Spanish. Information regarding meetings will be shared via monthly calendars, website, social media accounts, and Connect-ed messages. During these meetings school reports will be explained in parent friendly terms.

## 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	Student Orientations	2	350	Parents were informed of expectations on the Florida Standards Assessment.
2	PTSA General Meetings	4	108	Supplementary materials were purchased to impact student achievement. Science lab supplies were purchased increasing the amount of time students spend working on hands on science activities.
3	EESAC Meetings	10	50	Parents were more involved in school activities demonstrating the importance of parental support.
4	FSA Night	1	300	Parents were made aware of expectations. Student understood expectations.

**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	Teacher PD Gradual Release Model	2	87	GRRM enables students to take ownership of their learning.
2	Curriculum Focus Grade Level Meetings	30	65	Teachers developed lesson plans focused on the standards. As a result students mastery of standards increased.
3	Teacher PD - Math	1	30	Teachers learned how to utilize technology resources.
4	Using Technology to Communicate	1	90	Teacher learned how to utilize various modes of technology utilized to communicate with 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)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Limited English Proficiency	Written communication and Connect Ed messages will be provided in Spanish when possible.
2	Working Parent Schedules	Summary of meetings will be available in writing for parents.
3	Traffic	Meetings will be scheduled at a variety of times and food will be available.

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**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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