

WOODVILLE SCHOOL Title I, Part A Parental Involvement Plan

I, Taita Scott , 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: Woodville K-8 School Stakeholders believe that parents as educational partners, significantly increase a child's academic and social successes, therefore we will strive to strengthen parent and school partnerships.

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: Woodville K-8 School will involve parents in the planning, review, and improvement of the Parent Involvement Plan/Policy and the Title 1 School Improvement Plan. The School Advisory Council (SAC) will meet quarterly during the school year to provide ongoing input into and approval of the stated plans, as well as the School Improvement Budget as it exists. Additionally, SAC will review the Florida School Grade and the School Progress Annual Report. Additional school data will be frequently reported to SAC.

The Spring Title 1 Survey, the School Climate Survey, and the Parent Participation Survey will be used to measure school effectiveness in enhancing parental involvement. Additionally, feedback and discussions from Parent Teacher Organization Meetings, SAC Meetings, and parent teacher conferences will provide insight into parental involvement needs.

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	Back to School Orientation and School Open House	Parent Involvement Committee, School Advisory Committee, Parent Teacher Organization and Administration will work in unison to coordinate these programs and parent involvement efforts.
2	PTO Meetings and School Advisory Meetings	Parent Involvement Committee, School Advisory Committee, Parent Teacher Organization and Administration will work in unison to coordinate these programs and parent involvement efforts.
3	Parent Right to Know Meeting and Letter	Parent Involvement Committee, School Advisory Committee, Parent Teacher Organization and Administration will work in unison to coordinate these programs and parent involvement efforts.
4	Florida PIRC Announcement and Letter	Parent Involvement Committee, School Advisory Committee, Parent Teacher Organization and Administration will work in unison to coordinate these programs and parent involvement efforts.
5	Monthly Newsletter	Parent Involvement Committee, School Advisory Committee, Parent Teacher Organization and Administration will work in unison to coordinate these programs and parent involvement efforts.
6	Student Problem Solving and Data Team Meetings	School Administration, teachers, and district support staff will work in unison to coordinate these programs and appropriate parental involvement and outreach efforts.
7	Public Pre School (VPK, ESE and School Readiness)	School Administration, teachers, and district support staff will work in unison to coordinate these programs and appropriate parental involvement and outreach efforts
8	School-wide Title 1 Program	Parent Involvement Committee, School Advisory Committee, Parent Teacher Organization and Administration will work in unison to coordinate these programs and parent involvement efforts.
9	Parent Education Workshops	Parent Involvement Committee, School Advisory Committee, Parent Teacher Organization and Administration will work in unison to coordinate these programs and parent involvement efforts.
10	Fall Open House and Title 1 Meeting	Parent Involvement committee, Parent Teacher Organization, Teachers, and Administrators will work in unison to coordinate

11	SAC Meetings	SAC Members and Administrators
12	Family Literacy and STEM Nights	Teachers, School Staff, and Administrators
13	Grade Level Academic Nights	Teachers, School Staff, and Administrators

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	Annual Title 1 Meeting	Principal	September 2016	Attendance sign in sheet and parent participation.

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: Woodville K-8 School will hold parent involvement activities to meet the needs and time schedules of parents, grandparents, and guardians (early morning through evening). Title I funds will be used to remove other obstacles identified by the School Parent Participation Survey, such as childcare, transportation assistance by request, and other conflicts. Parents will be informed of individual meetings by phone, home-school folders/agenda books, and emails. Group parent meetings will be announced by back pack mail, web-site, ListServ, Remind 101, the school's marquee, and newsletter. Regularly scheduled monthly meetings (SAC and PTO), children's programs and performances, recognition assemblies, school dinners, and parent workshops put in place to encourage parent attendance and involvement. This year our school will expand the implementation of the "Woodville After Dark" series which will offer two nights of after-hours parent conferences (winter and spring), two nights of Open Library, and two nights of Parental Involvement Activities.

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	PTO Meetings: Meeting for school improvements and parent involvement	PTO Board and Principal	Parents informed and involved in school events for families	Monthly meetings	Sign-in sheets

2	SAC Meeting: Board comprised of parents that monitor school improvement efforts.	Principal, Assistant Principal, and Teachers	Parents informed and involved in the school and assisting their children	Quarterly meetings	Sign-in sheets, minutes and parent follow through and involvement in additional activities
3	Annual Title 1 Meeting/Open House and School Orientation	Principal, Assistant Principal and Teachers	Parents informed about Title 1 school improvement practices, classroom expectations and school grade.	August Orientation and September 2015 Annual Title 1 Meeting	Parent feedback
4	Parent/Teacher Conferences and interim progress reports	Principal, Assistant Principal, Teachers	Parents informed about academic progress of their child(ren) so that they may assist at home.	Individual Ongoing	Parent feedback
5	Volunteer Opportunities	Mentor Coordinator, Principal, Assistant Principal and Teachers	Brings about improved relationships between parents and school, which has a positive effect on student achievement.	Ongoing	Sign-in sheets, parent feedback, and continued participation
6	Family Curriculum Nights	Administration, Teachers, and School Advisory Council	Parents are provided additional opportunities to learn more about grade level curriculum, learn methods to support at home, visit the school and view the school as extending beyond the school day in involving families. Families view the educational institution as Family friendly.	Ongoing	Parent Survey
7	School Orientation and Open House	Principal, Assistant Principal, and Teachers	Parents informed about classroom expectations and curriculum so that parents may assist their children.	August and September 2016	Parent Survey

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	National Network of Partnership Schools	Principal	Increased parent involvement leads to improved academic achievement.	Ongoing	Improved student performance and increased parent involvement.
2	Weekly Staff Newsletter	Principal, Assistant Principal, and Coaches	Teachers will be provided best practices for involving parents, guardians, and stakeholders. Parents will be more informed about academics, methods to	Ongoing	Improved student performance and increased parent involvement.

			assist at home, and upcoming school events.		
3	Online Grading and Parent Portal	Teachers and Administrators	Parents gain real time information about student progress.	Ongoing	Improved student performance and increased parent involvement
4	Web Page set up for each grade level	Tech Con and teachers in grade level teams	Parents are more involved in their child(ren)'s education	Ongoing	Improved student performance and increased parent involvement
5	Professional learning on meeting parents "where they are" in the educational relationship and process	Teachers and Administrators	Teacher and administrators develop skills to increase parent involvement	Ongoing	Improved parent involvement
6	Implementing a K-8 School Model	Principal, District Support Staff	Teachers, parents, and students will gain a greater understanding of the nature and needs of the K-8 school model. Identify appropriate methods of support for students to develop a seamless continuum.	Ongoing	Increased parental involvement, student retention data

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: GED Program at Woodville K-8 School: We will advertise classes and work with Adult Education. The Woodville Principal and Leon County Schools Adult Education will be responsible for the implementation. We will evaluate through ongoing parent/community feedback and parent/community participation.

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: Woodville K-8 School will provide parents of participating children timely information about the Title I Program, a description and explanation of our school curriculum and grade level benchmarks, the academic assessments used to measure student progress and skill mastery, and the proficiency levels and expectations for students at the annual, school based Title I Meeting held at the beginning of each school year. We will also provide opportunities for parents to interact with the school through regularly scheduled meetings. Parents will be encouraged to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children. The school will provide the Leon County Schools promotion and minimum expectation requirements, which will be shared with parents during Open House. At least one parent-teacher conference will be held for students in grades PK-8 during which assessment and grade level proficiency levels will be shared. Student progress reports and report cards will be sent home regularly, (at least twice each grading period). Parent workshops for academics, Florida Standards Assessment information, and study skills strategies will be held at least 3 times per year.. The Annual Title I Parent Survey will be used to improve and plan for Parent Involvement Activities for the following school year.

Success will be measured by the Spring Title I Survey, AdvancedEd School Surveys results and Parent Participation Surveys. Additionally, feedback from discussions in PTO meetings, SAC meetings, and parent and teacher conferences will be taken into account. Feedback will be used to develop the next year's School Improvement Plan, Parent Involvement Plan and Title I Plan.

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: Woodville K-8 School involve parents during regular School Advisory Council (SAC) meetings. SAC will meet regularly to review, revise the Title I Plan, and be involved in deciding how funds for parental involvement will be used. Specifically, we will convene an annual meeting at a time convenient for parents of participating children. All parents shall be invited and encouraged to attend. The school will provide information and explain the requirements of Title I and the rights of parents. We will also hold regular PTO meetings. We will distribute the Parent Right to Know and Parent Information Resource Center (PIRC) letters, and post them in the front office, and inform parents of their rights and Title I requirements via our monthly newsletter, ListServ, school website, marquee, flyers, backpack mail, and ITV. In the event parents need special accommodations, we will coordinate with FDLRS/ESE to ensure these needs are met.

Administrators or Team Leaders will facilitate meetings between bilingual teachers and LEP parents to make sure parents understand written information and are able to ask questions related to their children's academic progress and behavior, and school programs, functions and activities.

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	Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];and	School Advisory Committee Ideas and Feedback	SAC Chair and Principal	Guidance from parents in the area of professional development will ensure that parent and teacher perceptions are in agreement. A true learning environment includes all partners. When parents and teachers work together, student achievement increases	Ongoing
2	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	Provide Literacy Training: Multiple activities provided through grade level or school wide curriculum nights	Faculty and Administration	Reading proficiency will improve	Ongoing
3	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Hold several Parent Nights to share strategies to increase parental involvement in the learning process.	Principal, appointed parents, and Teachers	Parents share strategies at PTO Meetings and other meetings	Meetings throughout the 16-17 school Year
4	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 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)];	Events and workshops will be held during mornings, evenings, and on weekends. After hours conference nights with student lead conferences to be held twice yearly by KG-8th grade teachers.	Principal, Grade level teachers	More parents will gain access to information related to helping their child(ren) excel	Meetings and workshops scheduled throughout the 16-17 school year
5	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Administrators and teachers will be trained on models to increase parent involvement (PIRC,TEAM,Joyce Epstein Model)	Principal, Parent Involvement Committee	Increased parent participation leads to improved academic achievement.	Ongoing
6	Developing appropriate roles for community-based organizations and businesses, including faith-based	Businesses, agencies, and community-based organizations will be invited to be involved in our school in a variety	Principal, Business Partner Coordinator, and Parent	Businesses, agencies, and community-based organizations will be invited to be	Ongoing

	organizations, in parental involvement activities [Section 1118(e)(13)].	of direct and indirect ways.	Involvement Committee	involved in our school as partners, SAC members or conference participants.	
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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	Monthly Parent Spotlights in PTO and SAC Meetings	6	50	Parents received pointers on facilitating learning at home, child development, and building positive relations with schools.
2	Parent Newsletters	12	425	Parents maintained awareness of school events, testing, and provided support at home.

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	Weekly Newsletters to Staff helped teachers maintain awareness of parent concerns and strategies to	30	50	Teachers created responsive action plans for parental involvement.
2	Parental Involvement Committee explored solutions to barriers	6	50	Teachers and staff worked cooperatively to remove barriers to parental involvement.

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	Transportation	Encourage and coordinate shared transportation
2	Childcare	Provide activities for school age children during meetings and provide a welcoming atmosphere to children in attendance
3	Multiple jobs or attending night classes	Provide multiple ways and meeting times for parents to come to activities and 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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