

## POINCIANA PARK ELEMENTARY SCHL Title I, Part A Parental Involvement Plan

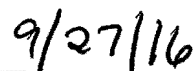
I, Dr. Amrita J. Prakash, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; 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:** At Poinciana Park Elementary, our goals are to provide each student and staff member the opportunity to develop themselves to their fullest potential, to meet the individual needs of the child, and to make each parent an integral part of the educational process. In order to ensure students attain high achievement goals, teachers will provide a safe and stimulating environment in which students can learn. Parents, teachers, and community members will work cooperatively to encourage students to become responsible and productive citizens of the 21st century.

## 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:** The PTA Executive Board and Instructional Coaches will plan monthly PTA meetings to involve parents in the planning, review, and improvement of Title I programs. These meetings will be held on the first Wednesday of every month to cover topics pertaining to the school's curricula programs in Reading, Writing, Mathematics, and Science.

## 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	Title III funds are used to supplement and enhance the programs for English Language Learners (ELL) by providing reading and supplementary materials.
2	Nutrition	The School Food Service Program (breakfast and lunch) as well as the Extended Snack Program follow the Healthy Food and Beverage Guidelines as adopted in the District's Wellness Policy.
3	Parental	Conduct informal parent surveys to determine the specific needs of our parents to schedule workshops to ensure flexible times are offered to accommodate parents' schedules.
4	Career and Technical Education	Students will have a better understanding and appreciation of the post-secondary opportunities available and will begin to develop a plan on how to acquire the skills necessary to take advantage of those opportunities.

## 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	Open House	Principal and Assistant Principal	September 13, 2016	Sign In Sheets and School Surveys
2	Flyers will be sent home	Assistant Principal	September 8, 2016	Copy of Flyer and Sign-in Sheet
3	Connect-ed Message	Assistant Principal	September 8-13, 2016	Confirmation Page and Sign-In Sheet
4	Faculty Meeting	Principal	September 14, 2016	Sign In Sheets and Minutes

## 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:** Poinciana Park Elementary School will conduct at least one parent workshop per month. Each month, these workshops will be scheduled on different days and times. Topics will include, but are not limited to, Reading, Mathematics, Writing, and Science Strategies, Preparing for the SAT -10 and FSA, AIDS/ HIV Awareness, Disease Prevention, How to Assist with Home Learning Activities, and Transitioning to the Next Grade Level.

## 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	Title I Annual Parent Meeting	Administrative Team	Provide information and extend opportunities for increasing student achievement	September 13 2016	Sign - In Sheets and Parent Surveys
2	Understanding the Florida Standards	Instructional Coaches and Administration	Increase parental awareness of the subject area expectations to assist with student achievement	October 2016	Sign In Sheets and Evaluations
3	Parent Workshops	Community Involvement Specialist, Leadership Team, and Counselor	empower parents with skills and strategies that allow them to assist students with academic growth	August 2016 - May 2017	End of Year Parent Survey
4	Parent Academic Night	Instructional Coaches and Administrative Team	Increasing skills, strategies, and knowledge related to preparing students for the SAT-10 and FSA at home	December 2016	Sign In Sheets and Evaluations
5	Character Day	Reading Coaches and Administrative Team	Increase the desire and motivation for students to read independently which strengthens fluency and comprehension	October 2016	Pictures
6	Test Taking Strategies	Instructional Coaches and Administrative Team	Provide parents with the skills and activities to assist their children in performing successfully on assessments	January 2017	Sign In Sheets and Evaluation
7	PTA meetings	PTSA Executive Board	Provide parents with updated information to assist students with academic, social, and physical growth	September 2016 - May 2017	Sign In Sheets and 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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Understanding the FSA Standards	Literacy Coach	Increase student achievement	September 2016	Monthly Assessment Reports
2	Utilizing iReady	Literacy & Mathematics Coach	Increased iReady Scores through DI Lessons	Septemebr 2016	Sign-In Sheets and Agenda
3	Data Analysis	Administration	Increase student achievement	On Going	Results of Monthly Assessments
4	RTI Procedures	Counselor, School Psychologist, and Administration	Increase student achievement	Ongoing on Monthly Basis	Results of Monthly Assessments
5	Character Values	School Counselor	Decrease of referrals	September 2016	Reduction of Referrals

## 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:** Poinciana Park Elementary School's Parent Resource Center is available in the Main Office for parents Monday through Friday from 8:30 a.m. to 2:00 p.m. Parents are referred to the school counselor to set up their parent portals to monitor their children's progress in all classes. The Student Success Coach will also conduct meetings with parents and students to help reduce early warning indicators that affect student achievement. Lastly, we will continue with the Honor Roll Breakfast after each nine week period.

## 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:** Poinciana Park Elementary School will build strong relationships between our District, school, and parents by providing parents of participating children timely information about Title I programs, as well as , descriptions and explanations of the current curriculum being utilized. Parents will receive monthly calendars and

communications that provide information regarding the dates of upcoming assessments, average scores of each grade level, upcoming events, and school expectations. In addition, they will receive progress reports and report cards for each nine week period.

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## **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:** Poinciana Park Elementary School will provide full opportunities for the participation of parents with Limited English Proficiency and parents with disabilities. Poinciana Park ensures that Spanish speaking staff members are available at meetings and workshops to address the needs of those parents. Important notices are also sent home in all needed languages to ensure that parents are aware of what is being said. Poinciana Park Elementary is also equipped with ramps and elevators for those parents that may need assistance.

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## **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

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## **Upload Evidence of Input from Parents**

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

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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.  
Uploaded Document

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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.

Uploaded Document

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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.

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
1	Title I Annual Parent Meeting	1	25	Provide information and extend opportunities
2	Understanding the New Standards	1	20	Increase the involvement of parents in home learning
3	Parent Workshops	5	5	Increase the involvement of parents in the decision making process
4	Parent Academic Night	1	10	Increasing skills, strategies, and knowledge related to preparing students for the SAT-10 and FSA at home
5	Reading Under the Stars	1	25	Increase the desire and motivation to read independently
6	Test Taking Strategies	1	20	Provide parents with the skills and activities to assist their children in performing successfully on assessments
7	PTSA Meetings	6	10	Provide parents with the knowledge and strategies in preparing for State Assessments

### **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)].

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
1	Saxon/ Wonderworks Implementation	1	15	Increase student achievement in reading
2	Utilizing Reflex Math Technology	1	20	Increase student math skills
3	Data Analysis	1	25	Increase student achievement
4	RTI Procedures	1	25	Increase student achievement
5	Positive Behavior Plan	1	25	Decrease the number of suspensions
6	Utilizing the myOn Program	1	25	Increase student fluency and comprehension

### **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	Many parents arrived towards the end of the presentation and missed valuable information	We have scheduled a preactivity before presenting the core content.
2	Some parents did not feel comfortable admitting that they did not have the content knowledge to assist their children at home.	We will begin to utilize the gradual release model when presenting to parents; therefore the concept will be modeled before requesting parents to do the activity.

### 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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