

WYOMINA PARK ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Charlotte Biela, 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

Wyomina Park Elementary is always interesting in increasing family engagement. We understand the importance of valuing each family who allows us to educate their children. One of the things we concentrate on is creating successful students both during their time in elementary school and also as they strive for college and career. We understand that parents who are actively engaged in school help the students to achieve, which in turn helps our school to increase its effectiveness. We strive for a safe learning environment through the PBS model, as well as offering many opportunities for our children to be recognized all while inviting the parents to share in the recognition activities.

We are committed to the success of all the students at Wyomina Park Elementary. We will work together with the parents and community to ensure all students are provided an excellent education. All stakeholders within the school will support and promote this policy.

Involvement of Parents

Our school has a School Advisory Council (SAC) and a Parent Teacher Organization (PTO) consisting of parents, community members, and school staff. All parents are encouraged to become members of the SAC and PTO. Information about these groups is sent out to families by School Newsletters, SkyLert phone messages, and other appropriate means.

Members of the SAC will be determined by the balanced representation of the ethnic, racial, and economic community served at Wyomina Park Elementary School. More than 50% of the SAC are parent (non-employee) representatives.

The SAC meeting reviews and makes revisions to the School Improvement Plan, the Parent Involvement Plan and the School Compact each year. SAC members will have input on how Title I and Parent Involvement funds should be used at Wyomina Park Elementary.

The Local Education Agency (LEA) has a District Parent Involvement Review Committee. School Advisory Council (SAC) chairpersons from each of the Title I schools and other involved parents along with School Parent Liaisons, Community Leaders, Title I Parent Involvement staff, and Title I Instructional Support Personnel make up this committee. The DPIRC brings recommendations to our school to help in planning for meaningful family engagement and parent involvement opportunities.

Coordination and Integration

Program	Coordination
Voluntary Pre-K/ESE Pre-K	Title I coordinates with the Early Learning Coalition, and schools in order to provide parents and caregivers helpful information and steps for enrolling their children in Florida's Voluntary Pre-Kindergarten programs. VPK and (ESE)VPK classrooms are established in schools based on school and community needs.
Title I Migrant Program	The Guidance Counselor will contact the Migrant Department of Grants & Federal Programs office. This office will provide academic support to the students and help families with resources they may need.
Title X - Homeless	The administration will coordinate with our district Homeless Liaison who will provide the students and families the resources and support they need.
Title III	The administration will coordinate with Grants ^& Federal Programs, ESOL Department to identify students. ESOL paraprofessionals are placed in our school to provide students with the appropriate academic support that they need to progress in learning a second language.
HIPPY Program	Home Instruction for Parents of Preschool Youngsters (HIPPY) is a parent involvement and school readiness program. HIPPY offers free home-based early childhood education for three, four, and five year old children working with their parent(s) as their first teacher. The parent is provided with a set of developmentally appropriate materials, curriculum, and books designed to strengthen their children's cognitive skills, early literacy skills, social/emotional and physical development. Representatives from this program will hand out flyers at Open House and parent events and can be contacted by interested families in our school.
Individuals with Disabilities Education Act (IDEA)	Our school coordinates with the ESE, Student Services Department of MCPS. Supplemental instructional support is shared with parents as they are invited and attend their child's IEP meetings. Teachers and staff will follow the MTSS policies and processes.
Title I Part A	Our school receives Title I funds based on a federal formula that determines the needs of our school. Title I Part A funds are used to provide supplemental instructional materials, equipment, and/or personnel to help students meet the rigorous state standard expectations. Staff development as well as Parental Involvement Trainings and Workshops will be coordinated with Title I, Part A.
Title II	Staff and faculty members participate in district professional development opportunities.
Federal Nutrition Program	Our guidance department identifies families in need and coordinates "Food 4 Kids"—a weekend food backpack program providing nutrition supplements.

Annual Parent Meeting

Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
Develop agenda, handouts and presentation materials that address the required components	Principal	September 15, 2016	copies of agenda, handout and Powerpoint
Develop and hand out invitations	Principal	September 15, 2016	copy of flyer & online recorded Alert Now message and Connect 5 message
Advertise event	Principal	September 15, 2016	Newsletter, marquee, post on school website, SkyLert script
Develop sign in sheets	Principal	September 15, 2016	Sign in sheets
Keep documentation	Principal/ISP	September 2016	Monitoring documents uploaded to school's jump drive. ISP uploads to Federal Programs Portal
Annual Title I Meeting	Principal	September 15, 2016	Sign in sheets

Flexible Parent Meetings

Wyomina Park Elementary teachers and administration will ensure that workshops and meetings are offered at flexible times for parents and families. Examples of flexible meetings and trainings at our school are:

The school's scheduled orientation, open house, and the Annual Title 1 Meeting are held in the evening. There is also an annual Title I meeting held in the morning for parents that work at night or in the afternoon. This allows many of our working parents to participate.

Training and workshop activities are presented in the evening and a meal is provided. This allows busy parents to attend without missing work or having to prepare a meal for the family before coming to a school event.

SAC meetings are scheduled at a time convenient to the SAC members.

The Parent Resource Center is open before and after school hours for parents to checkout materials to help students practice what they have learned and use the computers.

The media center is open before and after school hours for parents to participate in the book fair and use the school computers, when needed.

Pre-Kindergarten classes present parent programs during the school day and also in the evenings.

Parent-Teacher conferences are scheduled at various times, convenient for parents and families as well as teachers.

Building Capacity

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
Kinder Took Kit Night	Principal, PDS & classroom teachers	Grade Kindergarten students will make gains in reading as displayed in FSAs, RWAs, and LEOCs.	September 2016	Agenda, parent sign-in sheet & parent evaluations

District Family Engagement Math Nights	Admin/Jane Davis	By helping parents to learn strategies for solving real world mathematical applications, students in grades 3-5 will increase their mathematics scores on FSAs and LEOCEs. Held at Oakcrest Elementary	October 2016	Agenda, Parent Sign -in Sheet
District Family Engagement Workshop	Admin/Jane Davis	Parents will gain knowledge of Florida State Standards in Reading, Writing and Mathematics. Parents/families will become more engaged with students school work and involved in students' home work/practice. Scores in RWAs, FSAs, and LEOCEs will show an increased level. Held at WPE	January 2017	Agenda, Parent Sign -in Sheet
Science, and Special Areas Events	Assistant Principal, Academic Coach	Parents and families will learn about the scientific process and ways to integrate reading, science and math learning. Science scores on FSAs and Science LEOCEs will increase.	February 2017	Agenda, Parent Sign -in Sheet
Literacy Night	Principal, PDS	Literacy night for K-5 parents will provide reading strategies that parents might use to benefit their child in the area of reading/writing. Scores on grade-level LEOCEs will show effective literacy development. FSA Writing scores will show an increase.	March 2017	Agenda, Parent Sign -in Sheet
Pastry with Parents	Professional Development Specialist, VPK ISP, Title I ISP,	Explore reading in the content area tied to standards. As parents are taught reading strategies, they can work with their child at home to increase their children's reading abilities. Scores on FSA and RWAs will increase, as well as FSA and LEOCEs.	April 2017	Agenda, parent sign-in sheet & parent evaluations

Staff Training

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
MTSS	Assistant Principal, Dean and Guidance Counselor	Increase Reading, Mathematics, Science and Writing achievement	August 2016	Sign in sheets, agendas, and notes
PBS	Dean	Increase positive behavior	August 2016	Sign in sheets, agendas, and notes
PLCs for Math Strategies and High effect Literacy strategies	Principal & Assistant Principal	Training for teachers on the instructional strategies will result in higher achievement and proficiency on the FSA tests in grades K-5th grade.	Monthly 2016-2017	sign-in sheets, lesson plans, assessment scores and PLC documentation
School Parent Liaison Training	Administration,	There will be an increase in parent involvement/family engagement. Students' scores on RWAs, FSAs, LEOCEs will increase.	Quarterly trainings, throughout the school year.	Sign in sheets, agendas, and notes
Parent Portal	Principal/Assistant Principal	Student Scores on District Learning Checks will increase.	Student Scores on District Learning Checks will increase.	Sign in sheets, agendas, and notes
Positive Family Communication/ Effective Conferences	Administration, Title I Parent Involvement Staff	Student Performance on FSAs, RWAs, and LEOCE's will increase	November 2017	Sign in sheets, agendas, and notes

Other Activities

Parent Resource Room - A Parent Resource Room is equipped with computers to allow parents/families to log on and register to the Parent Portal. A Parent Involvement Library gives information and suggestions on academics and behavior. The Parent Resource Room is maintained by the Parent Liaison and is open every school day from 8:00-3:00.

A Parent-School Compact will be given out at the beginning of the school year that will outline expectations for parents, teachers, and administrators. Teachers will use/review (revise if needed) this Compact in discussions with parents concerning their child's progress.

Each child will receive a planner that allows for written communication between the teacher(s) and parents. Planners will be updated daily with academic notifications and will require a parent signature.

District Parent Surveys dates will be advertised on our school's Marquee, website and by sending a note home in a timely manner. Parents will also receive information on the use of school computers if needed.

Volunteer & Mentor Appreciation Program - At the beginning of the year {September} recruitment and training will be offered to potential volunteers and mentors by the Dean of Students. At the end of the year {May} a breakfast will be held to celebrate their service and commitment by the administration team. Teacher input surveys are collected in May to gauge the effectiveness of the program.

The Title I Parent Resource Center on Wheels will visit the school campus 4 times during the school year. Notification of the date of the visit(s) of the Title I Resource Center on Wheels will be sent out via newsletter, Skylert calls, and noted on marquee/website for all parents/families.

Parents and families will be encouraged to visit the District Title I Parent Resource Center and our teachers will utilize the Teacher Check Out program that the Center offers.

Home School Connection Newsletters will be sent home monthly (Beginning Reading - Pre-K-2, Science + Math-3-5) and a link will be shared on the school's website.

Our school will hold an Orientation Day in September, 2016 to increase parent awareness of the school and teachers' goals and expectations.

Our school will recruit additional SAC and PTO members to help research available resources, school needs, and establish a year-long plan.

"Safe Halloween" will allow students and parents to enjoy trick or treating in a safe atmosphere. (October, 2016)

Communication

Our school will share timely information about the Title I programs including 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. Initial information will be shared during the Title I Annual Meeting held in September 2016.

Teachers, counselors and other school personnel will maintain regular contact with parents through personal calls, phone texts, and emails in an attempt to reach parents who do not or cannot participate to seek input and increase involvement.

Home visits are provided by Social Services.

Parent Training and Family Engagement Workshop information will be distributed to parents via flyers, by utilizing the SkyLert telephone calling system, and the Remind Me app. Events will also be advertised on our school's marquee.

Power-point presentations and You Tube videos will be available to parents/families who could not attend the District Trainings and Family Engagement Workshops.

All school information is disseminated through a monthly newsletter, the schools SkyLert calling system, as well as mass parent letter mailings. This is inclusive of those parents who did not attend planned events to ensure they receive all information.

All school information is presented to families in a language that they may easily understand (free from jargon, educational acronyms) and translated to their native language.

Accessibility

The Parent Involvement Plan will be summarized into a brochure that will be printed in English and Spanish and sent home with each student. In addition, hard copies will be available in the front office and the parent resource room. The complete PIP will be posted on our website. Written communication will be provided for parents in English and Spanish. Translators will be available at all parent meetings and parent activities to provide translation services to ensure that parents are able to fully participate. If other languages are needed, our local Title I office will be contacted to provide the translations.

Monthly newsletters and other communication will be provided for ELL parents in English and Spanish.

The Guidance Department at Wyomina Park is available to provide assistance and /or locate resources for parents of exceptional or special needs students and parents with disabilities at our school.

Discretionary Activities

Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
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.	Jump Start back to school bash	Central Christian Church and Principal	increase social skills	August 2016
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	Good News Club	Central Christian Church and Principal	increase social skills and explore faith	August 2016 - April 2017