

## MARCUS A. MILAM K-8 CENTER Title I, Part A Parental Involvement Plan

I, Anna M. Hernandez, 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

10-5-16

Date Signed

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:** 1. Our school will involve parents in the planning, review, and improvement of the Title I programs and the school's Parental Involvement Plan through surveying the parents to identify their needs in assisting their child at home. In addition, parents will be invited to our monthly EESAC meetings in order to be involved in the decisions regarding the use of funds. The dates are as follows:

October 10, 2016 - 3:15 p.m.

December 05, 2016 - 3:15 p.m.

February 06, 2017 - 3:15 p.m.

April 03, 2017 - 3:15 p.m.

May 08, 2017 - 3:15 pm

## 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	The principal, assistant principal and community involvement specialist will work together to coordinate programs to inform and assist parents.
2	Individuals with Disabilities Education ACT	Supplemental instructional support provided by Title I will be discussed with parents during the development of each student's IEP.
3	VPK	School Administration, Title I, and VPK offices will work together to coordinate transisiton programs for students entering the regular public school program. Activities may include coordinated meetings with parents, the VPK teacher, and kindergarten teachers to discuss the specific learning needs of students and appropriate transitioning.

## 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	Develop agenda, handouts, and/or presentation materials that address the required documents	Assistant Principal	September	Copies of agendas and handouts
2	Develop and disseminated flyer	Assistant Principal	September	Flyer with date of dissemination
3	Advertise/publicize event via Connect-Ed	Principal	September	Connect-Ed log
4	Create sign-in sheets	Parent Liaison	September	Sign-in sheets for meeting and individual classrooms

5	Maintain documentation	Assistant Principal and Parent Liaison	September	Title I documentation box housed in main office. Documents will be available for monitoring purposes
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## 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:** Our school will build the parents' capacity for involvement by offering a number of meetings and workshops at different times. Quarterly parent workshops will address ways in which parents may assist their children at home academically, behaviorally, and socially. Further, we will train parents on how to assist their children with preparing for standardized exams. These parent meetings will be conducted by our teachers, instructional leaders, and administrators.

## 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	Assessments discussed during individual conferences	Classroom Teachers	Teachers will conduct individual conferences to discuss each student's assessment data, expectations and goals throughout the school year.	August through May	Conference logs
2	Reading, Math, Science, and ELL Night; face to face meetings	Assistant Principals and Curriculum Leaders	Content specific meetings will be held for parents. Information shared will be grade level proficiency strategies and assessment methods that parents may use at home with their child(ren).	Quarterly	Sign-in sheets, handouts, agendas and presentation materials
3	Technology Meeting	Assistant Principal and Curriculum Leaders	Information on how to access current grade level software available.	October	Sign-in sheets and agendas
4	Parent Portal Workshop	Parent Liaison	Parent Liaison will conduct workshop to help parents access parent portal	November	Sign-in sheets, handouts, and powerpoint
5	New commers to Fl. or U.S.	Assistant Principal, Curriculum Leaders	Assitsant principal and curriculum leaders will infrom parents on the educational system in MDCPS.	October	Sign-in sheets, handouts, agendas

## 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	Building ties between the home and school	Assistant principal and Parent Liaison	Improve the ability to work with parents	October	Sign-in sheets and agenda
2	Implementation and coordination of parental involvement program	Assistant Principal and Parent Liaison	Enhance the ability to work with parents	November	Sign-in sheets and 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:** Our school offers a parent resource center to offer training to parents on Title I procedures and requirements, parent rights, and responsibilities under the program and leadership for effective program planning through our school level EESAC.

The center also provides workshops on parenting skills and home teaching techniques and operates a library of parenting and educational resources. It helps to create a family-friendly school.

## 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:** Our school will provide parents of participating students timely information about Title I Programs with descriptions and explanations of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency level students are expected to meet through interim progress reports, which are given out the 5th week of every nine weeks and report cards which go home at the end of every nine weeks. Information will be disseminated to parents by way of parent-teacher conferences on an as needed basis.

Our school will develop and distribute jointly with parents, an annual school-parent

compact that will outline how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. This school-parent compact is in effect during the 2015-2016 school year.

## 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:** In order to provide full opportunities for the participation of parents with limited English proficiency, parents of students with disabilities, and parents of migratory children, the school sends all school communication, such as flyers, Connect-Ed messages, and parent letters in the home language of students. The school also provides a translator for all parent meetings/trainings 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:

count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	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)];	Provide face-to face meetings with parents to assist them in becoming effective with assisting their child(ren) academically at home.	Assistant Principal and Parent Liaison	Improve the ability of parents to assist their child(ren) at home in order to improve student achievement	Quarterly

## 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

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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.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Student educational activities	5	1800	Increase in student achievement
2	Parent workshops	3	145	Increase in student achievement

### 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	Increasing Parental Involvement Faculty Training	3	120	Increase in Student Achievement

### 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	Meetings and all written communication will be sent home to English and Spanish.

### 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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