

CHARLES DAVID WYCHE, JR ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Dr. Barbara L. Johnson , 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: Charles D. Wyche, Jr. Elementary believes that positive parent/family involvement is essential to student achievement and thus encourages such involvement in school educational planning and operations. In the spirit of the District/school/family and community partnerships this plan seeks to strengthen the partnership among parents/guardians, staff, school, the community, the superintendent, and the District by providing for parents' involvement in decision making as members of school-based planning teams, local parent groups, and the District-wide committees. Expanding training programs that help the individual parent support their child at home will further strengthen this partnership.

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: Charles D. Wyche, Jr. Elementary School believes in involving parents in all aspects of its Title I programs. The SAC has the responsibility for developing, implementing, and evaluating the various school level plans, including the SIP and PIP. More than 50 percent of the members of the EESAC are parent (non-employee) representatives. In addition, all parents were given the opportunity to review the plan and offer their input prior to approval. For the PIP, all parents were given surveys at the end of the school year seeking their input on activities, training, and materials they needed to help their child. Results of parent surveys are reviewed by the EESAC to determine needed changes. During the EESAC meeting when the SIP are developed, the committee will decide, with the input from parents how the parental involvement funds will be used.

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	Individuals with Disabilities Education ACT (IDEA)	Supplemental instructional support provided by Title I will be discussed with parents during the development of the students IEP.
2	English Learners Language	Supplemental instructional support provided by Title III funds for tutorials will be discussed during Title I Open House
3	Title III	ELL students in grades 3-5 will recieve before and after school tutoring in order to help meet their academic needs and prepare them for state assessments.

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	Assistant Principal	September	Copies of agendas and Handouts
2	Developed and disseminate invitations	Parent Liaison	September	Flyer with date of dissemination posting on school Website
3	Advertise/publicize event	Parent Liaison	September	Posting on school website announcement sent to WFLA 111.8
4	Develop 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

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 Charles D. Wyche, Jr. Elementary School have a strong belief in the importance of parental involvement and therefore have put measures in place to offer parent meetings on a flexible schedule. Our annual meeting for parents of participating children will be offered during the opening of school during the evening hours. The schedule may be modified as needed based on parents' participation. Parent Academy meetings are scheduled on a monthly basis with a variety of topics of interest to parents. The principal will work with the parent liaison to create a flexible schedule to ensure that the center is open at times convenient for parents. The

parent liaison will maintain records of parent participation.

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	Expand and enhance the parent information centers; expand resources available for parents.	Parent Liaison	Parents will be able to help students with homework.	August 2016 - June 2017	Review of inventory
2	Academic Activities	Math/Reading Liaisons	Content specific sessions will be provided for parents. Information will include grade level proficiency, strategies parents can use at home, and research based computer programs.	August 2016 - June 2017	Sign-in sheets, handouts, agendas, and presentation materials
3	Individual Conferences regarding Technology and access to the Parent Portal	Parent Liaison	Parent Liaison will provide individual help to parents in how to log-in and access the Parent Portal.	Initiate in August at the annual meeting and then continue as needed	Sign-in sheets, handouts, agendas, and presentation materials

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	Value of parental involvement: A monthly newsletter will be distributed to teachers that includes information on the value of parental involvement; Distribution of Materials	Parent Liaison and school leaders	Improve the ability of staff to work effectively with parents by providing examples of best practices for parental involvement.	Monthly throughout the year	Monthly Newsletter
2	Communicating and working with parents	Parent Liaison and School Leaders	Parent liaison will be provided with a training module to take back to schools in an effort to improve the ability of staff to work effectively with parents.	October	Sign-in sheets, handouts, agendas, and presentation materials
3	Implementation and coordination of parental involvement program	Parent Liaison and School Leaders	Improve the ability to work with parents.	November	Sign-in sheets, handouts, agendas, and presentation materials
4	Building ties between home and school	Parent Liaison and	Improve the ability to work with	December	Sign-in sheets, handouts,

		School Leaders	parents.		agendas, and presentation materials
--	--	----------------	----------	--	-------------------------------------

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: Expand and enhance the parent information centers;

Expand the resources available for parents; and

Expand the hours of operation to include evenings.

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: At the annual parents meeting in September, Charles D. Wyche, Jr. Elementary School will hold a general meeting where information will be presented about the Title I programs, the curriculum, and academic assessments. Parents will learn about the schoolwide program, how to schedule parent-teacher conferences, and opportunities for participation in decisions related to the education of their child. Parents will be given a copy of the parent handbook, which includes more detailed information on these topics and a copy of the Parent Involvement Plan (PIP). Upon conclusion of the general meeting, parents will be invited to visit their child's classrooms and meet staff. During the classroom visits, teachers will provide additional information on the subjects they teach, assessment plans, and how parents can help at home. The same information will be provided in an informational packet distributed the following day for all parents unable to attend. Teachers will maintain sign-in sheets and provide a copy to the parent liaison who will also maintain documentation on the dissemination of information, distribution methods, and timelines.

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: Part of our commitment at Charles D. Wyche, Jr. Elementary School, includes providing full opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children. This will be done by ensuring that all school correspondence and communication are in both English and Spanish, as well as by providing translation services as needed and assistance upon request for those parents with disabilities. In addition, the school will host parent meetings on an array of subject areas through the Parent Academy Program.

The school will disseminate information through various sources such as parent letters, flyers, Connect Ed messages, posting on the school's Webpage, progress report and report cards, informational letters that go along with instructional software and how to implement it at home, SAT, FCAT 2.0 and FSA results and data interpretations provided by the State's Department of Education, and last but not least, parents and teachers meet to speak to discuss their child's academic progress so that the student's strengths and weaknesses can be addressed. The same information will be provided the following day for all parents unable to attend. Teachers will conference with students who have Progress Monitoring Plans and contact parents regarding strategies either in person or over the phone. Parents will be encouraged to discuss their child's performance with the teacher any time during the school year. Resources and additional information will be found at the school's Parent Resource Center.

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	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Recruitment of parents	Parent Liaison and School leaders	Increase parental involvement	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](#)

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	Title I Orientation Meeting	1	400	To encourage parental involvement in their child's education, school policies and regulations
2	Accessing Parent Portal	3	100	Assist parents on how to access their child's grades, attendance and any other additional resources needed.
3	FCAT/FSA Parent Night	1	300	To provide parents with grade specific brochures outlining and identifying the SSS and strategies they can use their children at home.
4	Core-Fest	1	750	To culminate the first 9 weeks of school and celebrate students success.
5	Individual Parent Conferences	200	250	Discuss student progress, assessment results, spectation and goals for school year.

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	Value of Parental Involvement: monthly newsletter	12	700	Improve ability of staff to work effectively with parents by providing examples of best practices of parental involvement
2	Building ties between home and school	2	100	Improve ability to work 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	Families suffering from economic stress	Reach out to outside community partners, provide information for assistance.
2	Parents are unfamiliar with the system and may not know their rights	Provide monthly newsletter to keep parents informed

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
-------	-----------------	-----------------------------