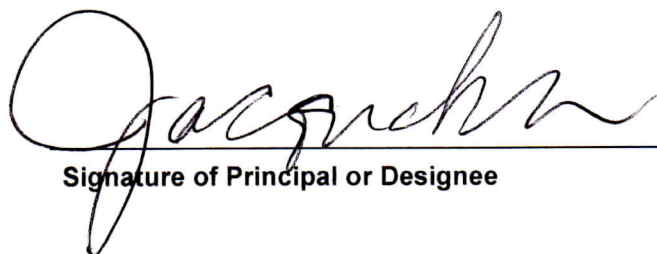


Joseph Williams Elementary School Title I, Part A Parental Involvement Plan

I, **Jacquatte Rolle**, 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)];
- Inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Centers (PIRC) in Florida, i.e., PIRC of Family Network on Disabilities in Florida (FND) and PIRC at University of South Florida (USF) [Section 1118(g)];
- 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

5/8/17

Date Signed

Mission Statement

Parent Involvement Mission Statement

Response: Williams Elementary supports parent involvement and believes that it is essential for each student's academic success. We encourage family involvement in all of our school activities.

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: All parents will be asked to complete a "Title 1 Parent Involvement/ Family Engagement Survey" to give input on how the school is meeting their children's needs and ask for suggestions on how to improve the quality of their child's education and social needs. This information will be shared at School Advisory Council (S.A.C.) meetings, which are advertised and shared with the public. The information from the parent survey, staff surveys and feedback from past workshops, a new Title 1 Parent Involvement Plan and School Improvement plan are developed and shared. As workshops are offered during the school year, parents provide feedback on the effectiveness and are asked to give suggestions on how the school can continue to provide adequate support and resources that will help their child to become more successful.

Parents are invited to join the Parent Teacher Association (PTA) and School Advisory Council (S.A.C). The SAC consists of school staff, community, and parent members are responsibility of the development, implementation, monitoring and evaluation of the School Improvement plan. Parents are encouraged to provide feedback and suggestions through a variety of ways including surveys, workshops and parent meetings.

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 | Kindergarten Roundup | The school will advise Kindergarten Round-up, district sponsored activities through various methods will be presented. The Title 1 department provides "School is Cool" workbooks in English and Spanish. Title 1 also provides parenting magazines with tips and information for parents. |

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 the Annual Meeting agenda, evaluation and sign in sheets, handouts and/or presentation materials that address required components. Minutes will be documented. | Principal & Title 1 Lead Teacher | August-September 2017 | Copy of evaluation and sign-in sheets, agenda, PowerPoint presentation, handouts and minutes. |

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|---|---|------------------------------------|-----------------------|--|
| 2 | Develop, advertise and send invitations of the Annual Meeting (Phone Home, Marque, Flyers). | Principal & Title 1 Lead Teacher | August-September 2017 | Copy of Flyer, Picture of School's Marque, school website, phone home |
| 3 | Beginning of School Packet sent home to parents | Title 1 Lead Teacher, K-5 Teachers | September 2017 | Signed Parent Rights Letter and Home School Compact |
| 4 | Conduct Annual Meeting | Principal & Title 1 Lead Teacher | September 2017 | Parent Input Evaluations, sign-in sheets, copy of agenda, PowerPoint handout, and minutes from meetings. |
| 5 | Home School Compact shared with and signed by parents during Parent- Teacher conferences | Title 1 Lead Teacher, K-5 Teachers | 2017-2018 School Year | Signed Home School Compacts |

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:

Williams Elementary offers various ways that parents can be involved in their child's education. We offer parent meeting times on a flexible schedule, ranging from early morning during the school day, to early evening meetings. All meetings will provide parent strategies and activities for home. The Title 1 Annual Meeting will be held so working families will be able to attend. All of the information from the meeting will be available in the parent resource area and on the school website.

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 | Building Communities – Meet the Teacher | Teachers & Administration | Building a bridge between home and school. | September 2017 | Agenda, Sign-in sheets |
| 2 | Class Expectations in Curriculum and Behavior – Open House | Teachers & Administration | Student Academic Achievement | September 2017 | Agenda, Sign-in sheets |
| 3 | Planner Training – Planning for Success | Principal, AP, Title 1 Team, FCIM | Parents and Students are introduced to the student planners as a powerful method for increasing student achievement and | September 2017 | Agenda, Sign-in sheets, flyers, evaluations |

| | | | | | |
|----|---|--|--|--|---|
| | | | communication between home and school. | | |
| 4 | Family Math Night | Principal, Title 1 Staff and K-5 Teachers | Title 1 will provide math activities that can be implemented at home to reinforce math concepts thus increasing student achievement | November 2017 | Agenda, Sign-in sheets, flyers, evaluations |
| 5 | Parent Workshop: Behavior Summit Make it & Take it Clip Chart | Principal, AP, BRT and Title 1 Staff, K-5 Teachers | Strategies to Help Children Take Responsibility for Their Own Learning and Behavior | October 2017 | Agenda, Sign-in sheets, flyers, evaluations |
| 6 | Teachers will share student progress with parents – Parent Conference Events | Title 1 Staff and K-5 Teachers | Increase student proficiency on FSA; Quarterly Assessments | October 2017; January 2018; April 2018 | Agenda, Sign-in sheets, evaluations |
| 7 | Parent Workshop: Smarty Ants & Achieve 3000 | Principal and Title 1 Staff | To support parents on how they can use technology to increase student achievement through the use of Smarty Ants and Achieve. | January 2018 | Agenda, Sign-in sheets, flyers, evaluations |
| 8 | Academic Summit– ELA, Math, Science, and Social Studies | Principal Title 1 Staff and Teachers | To inform parents about state assessments, rigor and expectation. Teachers will provide parents with information, resources and strategies on how they can support their child in ELA, Math, Science and Social Studies. | January 2018 | Agenda, Sign- in sheet, flyers, evaluations |
| 9 | Donuts for Dads | Principal, AP, Title 1 Lead & Staff | Title 1 will provide resources and strategies for Dad's to help their children improve their literacy skills. | February 2018 | Agenda, Sign-in sheets, flyers, evaluations |
| 10 | Family Science Night | Principal, AP, Title 1 Lead & K-5 Teachers | Title 1 will provide science activities that can be implemented at home to reinforce science concepts thus increasing student achievement. | May 2018 | Agenda, Sign-in sheets, flyers, evaluations |
| 11 | Muffins for Moms | Principal, AP, Title 1 Lead & Staff | Title1 will provide resources and strategies for Mom's to keep their child's learning going over the summer and help keep them prepared for the next grade level. | May 2018 | Agenda, Sign-in sheets, flyers, evaluations |

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 | Student Planner Training for Teachers | Title 1 Lead | To assist the staff on how parents can help their children be successful and improve student achievement through the use of the planner. | September 2017 | Agenda, sign-in sheets, evaluations |
| 2 | Modified presentation of the four (4) modules of Parent Involvement | Title 1 Lead | To increase the impact of parent involvement within the school community. | School year 2017-2018 | Agenda, sign-in sheets |
| 3 | Training of the Beginning of School Packet, Parents' Rights Letter, Title 1 PIP, Home-School Compact and Parent Resource area | Title 1 Lead | To improve the ability of staff to work with parents and students to impact student achievement | Fall 2017 (prior to Annual Meeting) | Agenda, sign-in sheets |

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: The Title 1 Lead Teacher will maintain the parent resource center by providing Title 1 information and additional resources to parents. The location of the parent resource center will be shared with parents via the school website, school newsletter and Annual Parent meeting, as well as during parent classroom visitations.

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 school-wide 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: The Annual Title 1 Meeting will be held early in the Fall where information will be presented about the school wide Title 1 program, curriculum standards, academic assessments, and proficiency

level expectations. Parents will be provided with a packet of information including the Title 1 school wide notification letter, Parent's Rights notification letter, district- wide Parent Involvement Plan, the Title 1 School Compact and the Title 1 Parent Involvement Plan. Additionally, parents will be informed about their child's progress on a regular basis, including FSA, AIMS and other assessments, as applicable. Title 1 information will provided through newsletters and the parent resource center. The information will be collected from sign-in sheets, evaluations, signed Title 1 covered letters, signed parent compact letters and other documentation. Parents are strongly encouraged to attend at least one parent conference during the school year where the Title 1 Home School Compact will be referenced.

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: Williams Elementary will print the ELL four times each year to keep all staff updated on ELL students at our school. This report becomes part of the Title 1 Audit Documentation kept at the school. The ELL Handbook is located in the front office and it is used to assist families with examples of registration forms in various languages. Non English speaking parents will be given access to information via district, state, and school websites about materials in various languages. We have multiple staff members who are fluent in Spanish. Therefore, we will ensure that a Spanish speaking staff member is available at any conference held with a parent who is a Spanish speaker. In order to ensure that parents with disabilities have access regarding to their student's education, various forms of communication will be used (i.e., emails, phone calls, school website, notification letters, teacher to parent conferences, and etc.)

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)]; | Schedule Parent Involvement Activities at a variety of times to accommodate parents. | Principal, AP, and Title 1 Lead Teacher | Increased parent involvement leads to increased academic achievement. | School Year 2017-18 |