

Kimball Wiles Elementary Title I, Part A Parental Involvement Plan

I, **Katherine Munn**, 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

4/23/19
Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: The mission of the Title 1 Parent Involvement Plan at Kimball Wiles Elementary is to ensure that parents are active stakeholders in the program, that parents learn effective ways to help their children with their studies, and to help the school develop ways and means to assist parents in becoming active participants in the life of the school. All the faculty and staff at Kimball Wiles Elementary want and need parent support for their students and we support parents in this effort.

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: Title I programs are always most successful when parents are involved in the planning, implementation, and evaluation of the program. Therefore, Kimball Wiles Elementary will involve parents throughout the process. The School Advisory Council (SAC) is involved in the development, implementation, and evaluation of all school wide programs such as the School Improvement Plan (SIP) and the Title I program including the Parent Involvement Plan. The SAC is composed of parents, teachers, staff and community members. It meets at least four times per school year. The SAC sends out an annual Climate Survey to parents each spring to gather input on strengths and weaknesses of the school. Parents attending the Title I parent meetings will be asked to complete an evaluation of the workshop in order to gather their input.

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	Head Start	Kimball Wiles Elementary will provide a Kindergarten Open House event for all parents of incoming Kindergarteners including Head Start students. The event will be coordinated by the Principal and kindergarten staff. Information will be provided by Principal and Guidance Counselor. Title I provides "School Is Cool" student workbooks and Parenting Magazines for parents.
2	Head Start	The school will coordinate efforts by the Head Start staff to utilize the school for parent meetings, Head Start programs, safety drills, graduation and other activities.
3	ELL	Title I provides after school tutoring for ELL students to increase achievement.

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	School will hold the Annual Parent Meeting in September, 2018.	Principal, Lead Title 1 Teacher, Title 1 Team	September 2019	Parent Input Evaluations, sign-in sheets, agendas, PowerPoint handout, and minutes from meetings.
2	Development of agenda for Annual Parent Meeting.	Principal, Lead Title 1 Teacher, Title 1 Team	August-September 2019	Completed Agenda
3	Develop/plan materials (presentation, school/district handouts) for Annual Parent Meeting.	Principal, Lead Title 1 Teacher, Title 1 Team	August-September, 2019	Copies of presentation and all handouts
4	Send notices in school newsletter, send invitations via backpacks, alert parents of meeting.	Principal, Lead Title 1 Teacher	August - October, 2019	Photograph of marquee, copy of newsletters and invitations

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: Kimball Wiles Elementary offers parent meetings and workshops at various times and days throughout the school year. The Annual Title I meeting will be held prior to Open House. Child care will be provided. Parents may schedule individual meetings and access workshop materials by meeting with the Title I Lead Teacher. Open House and Spring Arts Festival will be held in the late afternoon. Meet the Teacher will be held at noon. The Parent Resource Area will be available throughout the school day as well as before school and after school. The Parent Resource Area will house school newsletters, parenting articles, and books, school notices, and other materials of interest to parents.

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
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1	Homework Help, Achieve 3000, Smarty Ants, and Istations Training. Grades 1-5	Title I teachers, grade level teachers, and FCIM's Facilitator	Improve academic achievement of Title I students through effective parent education	Sept.-Oct. 2019	Parent sign in sheets, agenda, evaluations
2	FSA Information Sessions Grades 3-5	Title I teachers, grade level teachers, and FCIM's Facilitator	Improve academic achievement of Title I students through effective parent education	Sept.-Oct. 2019	Parent sign in sheets, agenda, evaluations
3	Reading: Summer Slide Grades 2-5	Title I teachers, grade level teachers, and FCIM's Facilitator	Improve academic achievement of Title I students through effective parent education	May 2020	Parent sign in sheets, agenda, evaluations
4	Reading/Math: What to Expect in the Next Grade Level Grades 2-5	Title I teachers, grade level teachers, and FCIM's Facilitator	Improve academic achievement of Title I students through effective parent education	May 2020	Parent sign in sheets, agenda, 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	Presentation of the & Types of School Parents	Title I Lead Teacher	Improve ability of staff to work with parents to impact student achievement.	School Year 2019-2020	Agendas, Sign-In Sheets, Evaluations
2	Faculty meeting training using Title I Home-School Compact during conferences	Title I Lead Teacher, Principal	Improve ability of staff to work with parents to impact student achievement.	School Year 2019-2020	Agendas, Sign-In Sheets, Evaluations
3	Implementation of Kimball Wiles PIP	Title I Lead Teacher, Principal	Improve ability of staff to work with parents to impact student achievement.	School Year 2019-2020	Agendas, Sign-In Sheets, Evaluations

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 Parent Resource Area will provide school information, plans, updates, calendars, notices and resources for parents to check out. There will be a weekly newsletter from the principal to include notices for upcoming school events, grading periods, report cards and other parent information. A Parent-to-Parent liaison program will be considered for implementation in the 2019-2020 school year.

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: At the Title I Annual Meeting in September, Title I parents will be provided with a packet of information including the Title I Targeted Assistance Notification Letter, Parent's Rights Notification, District Parent Involvement Plan, Title I Home School Compact, and the School Parent Involvement Plan. Information will be distributed concerning the Title I Targeted Assistance Program, curriculum benchmarks, and academic assessments. Title I will sponsor parent workshops which will identify curriculum benchmarks by grade level and accompanying assessment standards as well as strategies and materials for parents to use to help children meet the state's benchmarks. Parents will be provided with information on Alachua Counties Academic Improvement Monitoring System or AIMS three times per school year with an accompanying explanation of each child's progress and results. Progress reports and report cards are distributed four times per 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: The ELL Report will be printed 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 located in the front office 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. Every reasonable attempt is made to provide information in a language parents can understand. We have multiple staff members who are fluent in Spanish. We ensure that a Spanish speaking staff member is available at any conference held with a parent who is a Spanish speaker.

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 Lead Title I	Increased parent involvement leads to increased academic achievement.	2019-2020 School Year