

MICANOPY AREA COOPERATIVE SCHOOL, INC. Title I, Part A Parental Involvement Plan

I, Anne Thomson, 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 school wide 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

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: Our mission, as stated in our contract with the School Board of Alachua County, is to provide elementary students with a community oriented educational environment that stimulates and motivates them. This environment is to be achieved by:

Providing a small student - staff ratio

Involving parents and other family members in all aspects

of their child's education

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: Since our school believes in involving parents in all aspects of their child's education, including Title I programs, all parents are invited to participate in the School Advisory Council (SAC). All meetings are advertised in the school newsletter, on the school website, on the school calendar, and in the teacher newsletters.

Parent input at SAC meetings is documented by sign - in sheets and minutes. SAC is also responsible for conducting the school climate survey, reviewing the results, and determining any needed changes.

SAC, which also includes the school administrator and the Title I teacher, helps to develop the PIP and the SIP, using the parent input from the climate survey.

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	VPK	The school advertises our VPK program in MACS Matters, our weekly newsletter, and on signs placed throughout the community. The school has a VPK Open House in the spring to orient parents to the requirements of VPK. They are also given activities that will help their child be prepared for the VPK year. The children get to meet the teacher, experience the classroom setting, and interact with some of the curriculum. VPK activities are included in all Title I parent involvement programs, and VPK is included in all school activities and programs.

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 (school wide 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 presentation materials for the meeting	Director, Title I Lead Teacher	August - September, 2011	Copies of agenda, handouts, and Power Point presentation in Title I audit box, sent to Title I office, and kept in Parent Resource Center
2	Advertise meeting	Director, Title I Lead Teacher	August - September, 2011	Copy of notice sent to parents in Title I audit box, sent to Title I office, also posted on school website and on school bulletin board
3	Title I annual meeting	Title I teacher	September, 2011	Evaluations, sign - in sheets, agenda. Copies to Title I office.
4	Title I information packet	Title I teacher	September, 2011	Signed Title I letters. Copies to Title I office.

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: We will provide flexible meeting times for all workshops and meetings. SAC and PTO meetings will be offered in the morning, after school, and in the evening. Workshops will be offered in the morning and evening to accommodate work schedules. Childcare will be offered as needed.

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	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
1	Meet the Teacher	Administrator	Provide parents and children with knowledge to achieve success.	August, 2011	Sign in sheets, copies of information distributed to parent.
2	Back to School Night	Administrator, Title I teacher, and classroom teachers	Provide parents and children with knowledge, strategies, and materials to increase academic success.	August - September, 2011	Sign in sheets, copies of information provided to parents and students

3	Title I annual meeting	Title I teacher	Provide parents with information about Title I and its programs	September, 2011	Sign in sheets, parent evaluations, agenda, and Power Point presentation
4	Strategies for Student Success	Title I teacher	Provide parents and children with strategies to increase chances for academic success	September - October, 2011	Sign in sheets, parent evaluations, copies of information given to parents
5	Family Math Night	Title I teacher	Improves parents' ability to help children build strong math skills Provide parents and children with strategies to increase chances for academic success	January - February, 2012	Sign in sheets, parent evaluations
6	Summer Challenge	Title I teacher	Provide parents and children with activities to retain/increase knowledge during summer	May, 2012	Sign in sheets, parent evaluations

Staff Training

Describe the training 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	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
1	Rtl/Data Analysis	Title 1 Lead Teacher	Improve staff ability to effectively differentiate student instruction, allow the teacher to show parents different ways to help child academically	August - May	Teacher lesson plans, parent/teacher conference notes
2	Engaging All Families by Steven Constantino	Director/Title I teacher	Improve the ability of faculty and staff to work with parents and promote parent involvement	September - May	Increased parent involvement
3	Parent Modules (4) Refresher	Title I teacher	Improve the ability of staff to work effectively with parents by providing best practices for parent involvement	September - May	Increased parental involvement in child's education

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: We will maintain the established Parent Resource Center, purchasing additional materials as needed; expand our website to include all activities and events; enhance/expand parent check out of resource materials.

Communication

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]: 1118(c)(4)(A)];

- 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 also submit the parents' comments on the plan that will be available to the local education agency [Section 1118(c)(5)].

Response: 1. Parents are informed about all Title I programs at the Annual Title I Meeting in September, the Title I packet of information that is sent home, MACS Matters (weekly newsletter), Google calendar on the school website, and parent conferences. Documentation is the collection of signed cover letters from the Parent-School Compact.

2. All students (K - 5) are taught using state approved curriculum, aligned to the NGSSS. The assessments used are FAIR (reading), OnTrack (math and science), and FCAT (reading, math, and writing). Children needing extra instruction are taught using the FCIM and Rtl models. Progress reports and report cards are sent home on a regular basis.

3. Parents are encouraged to attend parent/teacher conferences, request teacher meetings, attend Title I workshops, and attend SAC and PTO meetings.

4. Parents are encouraged to complete the climate survey and provide feedback on all of the school's educational programs. This feedback and any other parental input throughout the year are taken into consideration when planning programs, etc. for the following year.

5. All documentation is filed in the Title I audit file.

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: An ELL report will be printed four times a year to be included in the Title I Audit Documents. If there is an ELL student, then we will provide Title 1 documents and required school documents in a user friendly native language format.

We communicate with parents in a variety of ways - school website, newsletters, flyers, and in person. We utilize community resources as needed and inform parents of available medical, social, and academic support services, such as Shands and the University of Florida.

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:
 Not Applicable

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 2010-2011 Parental Involvement Plan

Building Capacity Summary

Provide a summary of activities provided during the 2010-2011 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	Correlation to Student Achievement
1	Monitoring of School Improvement Plan (SIP)	8	5	The SIP directs the teachers to disaggregate data to identify areas that need remediation and adjust curriculum appropriately. This allowed the teachers to more effectively work with the parents.
2	Parent Workshop: New Math Series	2	17	Math is an area where we have focused attention due to not making AYP in math. This workshop improved the ability of parents to work with their child to increase achievement in math.
3	Parent Workshop: Writing	2	10	Writing continues to be an area of academic focus due to NGSSS and Florida Writes. This workshop increased the parents' ability to help their child improve his/her writing.

Staff Training Summary

Provide a summary of the professional development activities provided by the school during the 2010-2011 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	Correlation to Student Achievement
1	Title 1 roles and responsibilities	8	8	Parents notified when students are scoring less than 70% on weekly/chapter tests and parent signatures are requested
2	Whatever It Takes –How PLC's Respond When Kids Don't Learn, Richard DuFour, Rebecca DuFour, Robert Eaker, Gayle Karhanek, NES, 2004	5	8	Looking at student data and using it as part of the CIMs process
3	Four (4) Modules of Parent Involvement	4	8	Increased Parent Involvement

Barriers

Describe the barriers that hindered participation by parents during the 2010-2011 school year in parental involvement activities. Include the steps the school will take during the 2011-2012 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	Time of activity	Activities will be offered at a variety of times to accommodate parent schedules.

Best Practices (Optional)

Describe the parental involvement activity/strategy the school implemented during the 2010-2011 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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