

## EVERGLADES PREPARATORY ACADEMY Title I, Part A Parental Involvement Plan

I, Aimee Leyva , 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)].

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Signature of Principal or Designee

Date Signed

### Mission Statement

Parental Involvement Mission Statement (Optional)

**Response:** Everglades Preparatory Academy believes that a positive parent and school relationship is a valuable and essential component of student achievement. In the spirit of the school and family, we encourage participation in the operations and school educational planning. The Parent Involvement Plan seeks to strengthen the partnership of all stakeholders: parents, guardians, faculty, staff, and the community by providing opportunities for parental involvement in decision making as members of school site planning teams and parent groups. Implementing training programs to help individual parents support their child at home will strengthen this partnership. As a fairly new school

we need to support parents in their choices for their children's education and provide opportunities for parents to increase their involvement.

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## 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:** Everglades Preparatory Academy is of the opinion that involving parents in every aspect of its Title I program increases its effectiveness. EESAC parent representatives are elected by parents during a parent meeting. The EESAC bears the responsibility for the development, implementation, and evaluation of the diverse school site plans, including the School Improvement Plan and Parent Involvement Plan. EESAC meets quarterly during the school year. The majority of the members of the EESAC are parent (non-employee) representatives. Prior to final approval, all parents were given the chance to review the plans and provide feedback. For the Parent Involvement Plan, parents were provided the opportunity to provide input on materials, activities, and training they felt they needed to help their child be successful. This input was reviewed by the EESAC to ascertain whether the plan needed revisions. At EESAC meetings, the members will review and offer revisions based on parental input. The expenditure of parent involvement funds will also be reviewed in the development of the budget. The input from the parents will be documented in the minutes of the EESAC meeting.

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## 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 (tutoring) provided by Title I will be discussed with parents during the development of the Individual Educational Plan for their child..
2	Systematic Training for Effective Parenting	Provide parents with workshop training to increase their parenting skills. ( funded by Title I Parental Involvement Funds) There will be six sessions of STEP Parenting.

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## 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 presentation materials that address the required documents.	Principal	September/ongoing	copies of handouts, agendas

2	Develop and distribute flyer	Principal	September/ongoing	Flyer and posting of flyer on the website.
3	Send out electronic call out	Principal	September/ongoing	Connect-ed log
4	Design sign in sheets	Principal	September/ongoing	Sign in sheets for main meeting and individual classrooms
5	Maintain documentation	Principal	September/ongoing	Title I documentation box housed in Principal's office and will be shared with District Title I office for monitoring purposes.
6	Conduct meeting with Parents	Principal	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 administration, faculty, and staff strongly believe in the critical importance of parental involvement. To this end, we have put procedures and policies in place to offer flexible parent meetings. The annual meeting for parents of participating children will be offered at 6:00 PM. to allow parents to attend after work. Parent Academy training classes will take place at 6:00 PM in order to allow parents to arrive from work and have dinner with their families. Minutes, agendas and powerpoints of meetings will be posted on the school website. Records of parent attendance will be maintained. The schedule is subject to modification based on 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	Open House	Administration and all teachers	Parents will be provided with grade specific materials outlining the NGSSS and Common Core Standards and strategies they can use to help their child at home. This information will also be posted on the school website	September 2015	Notices in newsletters which are posted on school website. Principals will document date posted.
2	Assessments discussed during parent-teacher conferences as well as	Classroom Teachers	Teachers will initiate conferences to discuss individual student data results, expectations, and goals for the year.	September/ongoing	Conference logs

	PMP conferences.				
3	Family Reading Night	Department chairperson	Content specific activities will be provided for parents. Information will include strategies parents can use at home. Parents will be presented with how assessment drives instruction the in the classroom.	January 2016	Sign-in sheets, handouts, agendas, and copy of presentation materials.
4	Family Math Night	Department chairperson	Content specific activities will be provided for parents. Information will include strategies parents can use at home. Parents will be presented with how assessment drives instruction the in the classroom.	January 2016	Sign-in sheets, handouts, agendas, and copy of presentation materials.
5	Family Science Night	Department chairperson	Content specific activities will be provided for parents. Information will include strategies parents can use at home. Parents will be presented with how assessment drives instruction the in the classroom.	February 2016	Sign-in sheets, handouts, agendas, and copy of presentation materials.
6	Family Social Studies Night	Department chairperson	Content specific activities will be provided for parents. Information will include strategies parents can use at home. Parents will be presented with how assessment drives instruction the in the classroom.	February 2016	Sign-in sheets, handouts, agendas, and copy of presentation materials.
7	State & District Assessments	Principal/Dean of Academics	Provide helpful resources for the parents to help and guide students in preparation for the assessments	Ongoing	Newsletter, letters home and pamphlets
8	Parent Technology Resources	Dean of Academics	Administration will provide individual help to parents in how to access the Parent Portal and EDLINE	Initiate in September and provide individual assistance as needed throughout the year	Sign-in sheets, handouts, agendas, and copy of presentation materials.

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## 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	Community Involvement Specialist Orientation	Dean of Academics	Community Involvement	September 2015	Increased parental involvement
2	College Fair hosted by City of Homestead	Ms. Byrd - Executive Director Of Internship	Offer Students A variety of college choices and career options	September 2015	Student registration
3	FAFSA Family Night	Executive Director Internship	Financial Aid Planning	November 2015	Student applications

## 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:** Develop a Parent Resource Information Center where specific information is provided (Parent groups, parenting information, Parent Portal (MDCPS), Gradebook access and have technology available for parents to access the Internet and search for more information. (many parents do not have INTERNET access). Provide parent information sites on the school website. Offer individual training and group training to parents at evening meetings to provide access for working parents. The person responsible will be the Principal and the Dean of Academics. This program will be implemented August to June. Document hours of parental use. Information will also be posted on the website.

## 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 Meeting of parents in September, Everglades Preparatory Academy will hold a general meeting where information will be presented about Title I programs, the curriculum, and academic assessments. Parents will learn about the program, how to schedule parent conferences and how to participate in decisions related to the education of their child. Parents will be directed to the school website where the Parent-Student handbook, Curriculum Guides, and calendar of events is posted. The Parent Involvement Plan will also be posted on the website. Copies will be distributed in

the office for those households not having INTERNET access. Parents will visit their child's classrooms to meet the faculty. Teachers will present information in their class, about common core standards, what assessments are given to the students and how this information guides their instruction. The Behavior Management Program P.A.R.R. will be discussed to facilitate parental understanding of the program. Strategies on helping their child will be presented as well as posted on the website.

## 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:** Everglades Preparatory Academy will provide opportunities for the participation of parents with Limited English Proficiency and parents with disabilities by ensuring that all school correspondence and communication are both in English and Spanish. Requests for translation will be honored as well as assistance for parents with disabilities. Information will be disseminated through Connect-ed messages, letters, flyers, report cards, FSA results, FAIR reports and the school's website. All State and District information will also be distributed to the parents. Parents will also meet with teachers in Progress Monitoring Plan meetings, LEP Conferences, regular parent conferences, and Individual Educational Plan meetings. Parents will be encouraged to discuss their child's performance at any time during the year and this message will be on the report card Principal message. Additional resources will be found at the 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	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)];	arranged at a variety of times	Dean of Academics	improve accountability for students through the unified message through communication between teachers and parents.	Ongoing

## 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	Title I Annual Parent Meeting	1	289	understand resources available from Title I
2	Sunshine State Standards, NGSSS and Common Core Standards	1	13	understand the new assessments and the expectations
3	Family Reading Night	1	32	understanding how to help their child with reading
4	Family Math Night	1	36	understanding how to help child with math
5	Family Science Night	1	23	understanding how to help their child with Science
6	Family Social Studies Night	1	29	understanding how to help their child with social studies
7	FCAT Night	1	10	understand the impact of FCAT testing and how to help child with test-taking skills
8	Parent Technology Night	1	5	understand how to access the parent portal to monitor their child's grades

### 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	Dealing with Adolescents	1	51	a better understanding of how to deal with teen-agers in the classroom; less behavioral referrals
2	Parents as Partners	1	49	better parent communication and satisfaction as evidenced by the School Climate Survey

### 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	child care needed by parents to attend events	provide childcare for all events



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## 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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