

K4 Parental Outreach Activities



Welcome to the Wisconsin Department of Public Instruction's training module on the Special Needs Scholarship Program, or SNSP. The SNSP is governed by Wis. Stat. § 115.7915 and the Wis. Admin. Code ch. PI. 49. Provisions of this training module are subject to statutory and rule changes.

This training module will discuss the requirements of K4 Parental Outreach Programs.

How to Navigate this Training Module

The image shows a screenshot of a training module interface. At the top, there are tabs for 'Menu', 'Glossary', 'Notes', and 'Resources'. The main content area displays a slide titled 'K4 Parental Outreach Activities' with a photo of a woman and a child reading a book. Below the slide is a control bar with a play/pause button, a progress bar, and 'PREV' and 'NEXT' buttons. Several callout boxes provide instructions: 'Click on the "Notes" tab to read a transcript of the training module materials.' points to the 'Notes' tab; 'Slide titles are listed here under the "Menu" tab. Click on a title to skip to that particular slide.' points to the 'Menu' tab; 'The "Glossary" tab has definitions for many acronyms and terms used throughout this training module.' points to the 'Glossary' tab; 'Use the "Resources" tab to access links to documents and websites referenced in this training module.' points to the 'Resources' tab; 'Click on the "Pause" button to pause the training module.' points to the play/pause button; 'Click "Prev" to return to the prior screen.' points to the 'PREV' button; and 'Click "Next" to advance to the next screen.' points to the 'NEXT' button. A small number '2' is visible in the bottom right corner of the interface.

Before we start, here are some tips and tools you may wish to use when viewing this training module.

When listening to this training module please note the buttons at the top of the training module screen. Titles to all of the slides in this training module are listed under the "Menu" tab on the top left of the training module screen. You may watch the training module in its entirety, or you may skip to a specific slide by clicking on the title of a particular slide.

Acronyms and terms that are used throughout this training module are defined under the "Glossary" tab on the upper left side of the training module screen. If you have any questions about a particular acronym or term that is used in this training module, click on the "Glossary" tab to read the definition of that acronym or term.

The "Notes" tab has a transcript of the training module materials as they are presented. If you wish to read along with the training module, please click the "Notes" tab on the upper left side of the training module screen.

We have also posted resources related to this training module which can be found under the “Resources” link on the upper right hand side of the training module screen.

Next please note the buttons at the bottom of the training module screen. If you want to pause on or during a specific slide, please hit the “Pause” button. Clicking the “Prev” button will allow you to return to the previous slide and clicking the “Next” button will allow you to advance to the next slide, if you wish to advance sooner than the auto-timing.

4-Year Old Kindergarten FTE

- Four year-old kindergarten (K4) pupils are generally counted as 0.5 FTE.
- If the school provides an additional 87.5 hours of parental outreach activities for the parents of K4 pupils, the school may count the pupils as 0.6 FTE.

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Pupils in four year-old kindergarten, or K4, are generally counted as 0.5 full-time equivalent, or FTE. The school is eligible for an addition 0.1 FTE per K4 pupil if the school provides parental outreach for the parents of the K4 students. The school is required to identify if it plans on providing an additional 87.5 hours of K4 Parental Outreach activities on the ITP.

K4 Parental Outreach General Requirements

- The activities must be available to all K4 parents.
- At least one K4 parent must attend the event/complete the activity in order for the school to include the outreach activity in their total hours.
- The activities must be above and beyond the activities offered to all grades at the school.

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K4 Parental Outreach activities must be available to all K4 parents. Specific assistance or discipline provided for a particular student is not K4 outreach. The school must ensure that all K4 parents are aware of the activity and have the opportunity to participate in the activity. Then, in order to count the activity, at least one parent must actually attend it.

Additionally, K4 Parental Outreach activities must be above and beyond the activities offered to other grades. For example, if the school does parent teacher conferences for all grades before the school year starts, the conferences do not count as K4 Parental Outreach.

K4 Parental Outreach General Requirements (contd.)

- The activities must have an educational component for the parent and the focus must be on assisting the parent in their role as a K4 parent.
- The activities must be provided separate from direct instructional hours.
- Volunteer and fundraising are not allowed K4 outreach activities.

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The purpose of the K4 Parental Outreach activity must be to provide assistance for the parent in their role as a parent. Activities for parents that are not related to their parental role are not eligible K4 Parental Outreach activities.

The K4 Parental Outreach activities cannot be provided during the direct instructional hours. Further, volunteering and fundraising are not allowed activities. This is because these activities are not focused on the parent in their role as a parent. A school could, however, incorporate an educational component into a volunteering event by having a parent chaperone come half an hour before a day of a field trip and assist the parent in understanding how to encourage participation during the field trip and how to have positive interactions with the pupils. The half hour before the field trip would then be a K4 Parental Outreach activity.

K4 Parental Outreach General Requirements (contd.)

- The school must maintain a log that should include the name of the activity, the date, the name of the teacher/staff person who facilitated the activity, and the names and signatures of the parents who participated in the activity.
- The total of all allowable activities must be at least 87.5 hours. The hours are determined based on the amount of K4 parental outreach time provided to one parent.
- See the K4 Parental Outreach Bulletin available online for additional information.

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In order to include a K4 Parental Outreach activity as an eligible activity, the school must maintain a log that includes the name of the activity, the date, the name of the teacher or staff person who facilitated the activity, and the name and signatures of the parents who participated in the activity. The log for an activity such as a take home book bag could be completed by having any parent who completes the activity sign a sheet included in the bag.

The total of allowable K4 Parental Outreach activities must be at least 87.5 hours. The amount of K4 Parental Outreach hours for an activity is based on the time it takes for one parent to complete the activity. It does not include teacher or staff preparation time.

See the K4 Parental Outreach Bulletin available on the SNSP Bulletins webpage for additional information on the requirements. A link to the SNSP Bulletins webpage is in the resources tab at the top of the training module screen.

K4 Parental Outreach - Examples of Acceptable Activities

- Home Visits
- Parent teacher conferences
- Orientation into and out of kindergarten
- Parent education classes
- Newsletters
- Take home activity bags

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Examples of acceptable K4 Parental Outreach activities include home visits, parent teacher conferences, or orientation into or out of kindergarten. Parent teacher conferences and home visits must include an educational component in order to be an acceptable K4 Parental Outreach activity. An example of an educational component would be the teacher assisting the parent in understanding the K4 program and his/her role in the education of their child.

Another acceptable K4 Parental Outreach activity is parent education classes. An example is a class which teaches parents how to discipline their child. Remember, meeting with a specific parent to discuss his/her child's behavior and discipline thereof is not a permissible K4 Parental Outreach activity.

The school could also have K4 newsletters. The newsletter must include information that assists the parent in his/her role as a parent, such as information on helping the parent interact and build a relationship with his/her child or giving the parent information that will assist him/her in creating a positive learning environment at home.

An acceptable K4 Parental Outreach activity would also be take home activity bags.

This bag could explain how the parent could read to his/her child and how the parent could help his/her child identify letters and words in the book.

K4 Parental Outreach Activities- Common Pitfalls

- The hours are based on the number of hours provided to one parent, not the amount of time spent by the teacher
- If the school provides a training that 20 parents go to for an hour, it is worth 1 hour not 20 hours
- The school may not include activities that are offered to all classes
- If the teacher has meetings for an issue, it is not K4 parental outreach
- Activities during direct instruction hours are not eligible K4 parental outreach
- The activities must be for the benefit of the parent and have an educational component for the parent in their role as a parent

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This slide describes some common K4 Parental Outreach pitfalls.

Remember, the K4 Parental Outreach time is based on the number of hours provided to one (1) parent, not the amount of time spent by the teacher. So, a teacher's preparation time and travel time cannot be included. Further, if the school provides a training that twenty (20) parents go to for an hour, it is worth one (1) hour not twenty (20) hours.

The school cannot include activities offered to all classes as K4 Parental Outreach. K4 Parental Outreach activities must be above and beyond the activities provided to all grades.

Another common pitfall that confuses schools is that if the teacher has a meeting for a specific pupil issue, it is not a K4 Parental Outreach activity. K4 Parental Outreach activities must be activities that are provided to all K4 parents and all K4 parents must have the opportunity to attend or to participate in the activity.

Activities that occur during direct instructional hours are not eligible K4 Parental Outreach activities. K4 Parental Outreach activities must be outside of the

school's direct instructional hours.

Finally, as a reminder, the K4 Parental Outreach activities must be for the benefit of the parent and have an educational component for the parent in their role as a parent.

Questions

Email: snsp@dpi.wi.gov

Phone: 1-888-245-2732 ext. 4



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If you have any questions about the information discussed in this Module please contact the SNSP team at snsp@dpi.wi.gov or call the toll-free number at 1-888-245-2732, extension 4.