

## SHADEVILLE ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Susan Brazier, 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)].

---

Signature of Principal or Designee

Date Signed

### Mission Statement

Parental Involvement Mission Statement (Optional)

Response:

---

### 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:** We will meet quarterly with our School Advisory Council to review and update our school's progress. Parents are invited and encouraged to attend. There are 4 School Advisory Council meetings that are planned throughout the year. These meetings are designed to allow for parental input which is a valued part of the decision making process in school operations, programs, meetings, and events. During the April SAC meeting a Science Night was added. Parents, teachers, and administration felt it would be beneficial for students.

## 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	Parent Education Night	Individual teachers and grade levels will meet with parents during the 1st nine weeks to discuss standards and expectations for their children specific to their grade level. Parent questions and interaction are encouraged during the presentations.
2	SAVE Graduation	Substance Abuse and Violence Education classes are offered to 5th grade students conducted by our school resource officer. A graduation ceremony focuses on strategies that can be implemented at home to promote and support educational success in the future.
3	Parent Education Tips - BINGO for books	Increase awareness of ways parents can assist their child's learning at home through tips and strategies to improve reading. Participants play for books and are provided with reading tips between rounds.
4	Parent Resources on School Website	Websites that parents can use as a resource to help encourage learning/interaction at home are also available.
5	School newsletter	Sent out monthly to all students and includes activities to do at home.
6	School Marque	Information posted on school marque to alert parents to upcoming events
7	Parent Science Night	Parents invited to learn about science skills/standards/samples involved in science expectations at each grade level.

## 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	Annual Title 1 Planning Meeting	Principal and Assistant Principal	August 11, 2015	Completion of organization of meeting
2	Annual Title 1 Meeting Invitations	Assistant Principal	September 2015	Parent attendance
3	Annual Title 1 Meeting Reminder to Parents	Assistant Principal	September 2015	Parent attendance
4	Annual Title 1 Meeting	Principal and Assistant Principal	September 17 2015	Number of attendees and exit evaluations
5	Review of parent exit	Principal and Assistant	September 18	parent responses summary

	evaluations	Principal	2015	
--	-------------	-----------	------	--

## 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:** Parent-Teacher meetings are held quarterly during the year to promote parent involvement and awareness of events at school. Our School Advisory Council also meets quarterly to discuss school-related issues and continually review the School Improvement Plan. Parent conferences are held periodically during the year to accommodate parents' schedules. Most conferences are held before school or right after school. On occasion a meeting could be as late as 6:30 P.M. to afford parents that work until 5:00 P.M. time to get to the meeting. Meetings are also scheduled prior to PTO when the parents are planning to attend the evening program. We also provide 2 sessions during our Parent Night to allow parents flexibility when attending.

## 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	Florida Standards and Classroom Expectations during Parent Night / Open House	Grade Level Teams	Increase awareness and mastery of grade level expectations and FL Standards and inform parents on how to help their children at home	1st Nine weeks	Sign-In Sheets, Increase in Academic Awards presented per 9 weeks and at the end of the year
2	Participation in School Advisory Council	SAC Chair/Principal	Provide information and resources to support learning in core subject areas	Quarterly	SAC Agenda/Minutes
3	Parent Conferences	Individual Teachers	Providing support to students receiving Rtl services and assisting parents in supporting their children with homework to increase student achievement. Also discuss each child's assessment results, expectations, and goals for the year	On-going	Conferences held
4	Volunteer Orientation	Volunteer Coordinator	Increased student performance to parent/community members tutoring students individually or in a small group	Once per semester	Volunteer sign-in and student responsiveness to volunteers
5	Childcare provided at Parent night events	Volunteer Coordinator	Improved due to more parents being able to attend for K parents and 1st	On-going	Number of parents using childcare services

6	Annual Title 1 Meeting	Principal and Assistant Principal	Increased due to improved parent awareness and understanding of Title 1 programs and components involved to increase student performance across all academic areas	September 17 2015	Sign-in and exit survey
7	Title 1 Science Night	Principal and Assistant Principal	Increased awareness of strategies parents can help their children improve in the area of science	March/April 2016	Sign-in sheet/Survey

## 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	Teacher Training - Parent Involvement-Communicating and working with parents	Assistant Principal	Content specific sessions to target how parents can help their children at home with parents	September 17, 2015	Increased parent/teacher communication through conferences/phone and email
2	Volunteer Orientation for Teachers	Principal/Assistant Principal	Provide training for teachers to better utilize and communicate with parent volunteers	August 28, 2015	Sign-in sheet and increased number of parent volunteer interaction in the classroom

## 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 have a Parent Resource Library housed in the waiting area of the school office stocked with various books/pamphlets that would be useful resources for parents. During our Bingo for Books Night parents participate/play for books and are provided with helpful home reading tips. Our volunteer orientation is designed to acquaint parents with the many opportunities to volunteer in the classroom and engage in activities that support our programs and give valuable insight for parents to assist children at home. Our school website offers a variety of helpful links for parents to access in order to promote at-home help, and of course, teachers are available via e-mail and phone to assist with any questions that may arise. Parents that are in need of professional assistance could be referred to the Wakulla 1 Stop Community Center. Individual and family counseling is available, as well as tutoring and self-esteem building activities at no cost to the parents. We will also have "Storytelling with Kaye Byrnes" coming to Shadeville. Three assemblies during the school day and one at night for parents to attend with their children.

## 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:** Information regarding programs, resources, and school curriculum, etc. are disseminated to our parents during Open House at the beginning of the year. Each month our school newsletter goes home keeping parents informed about upcoming school events. We also communicate with parents through e-mail, parent conferences, newsletters, Title I Parent Nights, PTO, and SAC meetings. Our climate survey which is given each year also provides valuable information. The Title I meeting keeps our parents informed about our Title I program and also gives them helpful ideas/resources for promoting academic success at home. Our students in K-5 are assessed in all academic areas based on their performance acquiring the Florida Standards. A grade level specific curriculum guide is used to assist in the teaching of specific skills. Florida Standards Assessment is administered to 3rd-5th grade students in Reading and Math. Additionally, 4th grade must take Writing Assessment and 5th grade Science Assessment. Students in K - 5th grade take the Discovery Education Assessment and results are reported 3 times per year. STAR Math and STAR Reading are optional assessments utilized to progress monitor students in 1st - 5th grades 2 times per year. Wakulla Writes is a writing assessment given 3 times per year in grades 3-5.

---

## 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:** Parents are invited to many activities throughout the year. We begin with a volunteer orientation to acquaint each parent with the registration process and the procedures that are required. Kindergarten involves Moms during the Mother's Day Tea celebration. Dads are welcomed during Donuts for Dads and many stay to have lunch with the class. During Read Across America many parents and community members go from class to class reading to our students. We have various school-wide activities such as Book Fair, AR Store, Fall Festival, Field Day, All E Celebrations, Kindergarten playground clean-up, class holiday parties, and other PTO planned activities that involves many volunteers and helpers. As a means to include all parents, we will utilize TDD phone services to inform any of our deaf parents of upcoming events. E-mails will also be sent to ensure communication. When needed, an attempt to arrange ELL Language services will be provided (based on availability).

---

## 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:  
X 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 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.

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
1	Florida Standards and Classroom expectations during Parent Night/Open House	1	54	Increase awareness and procedures for the year geared to support students
2	On-line resource (FOCUS) that parents access to monitor grades and school activities	1	54	Parents have increase awareness of student performance
3	BINGO for Books	1	50	Reading tips for parents to help their children
4	Title 1 Parent Education Night	1	54	Increased awareness of student expectations and understanding of Title1 Components involved to increase student performance across all academic areas
5	Participation in School Advisory Council	4	12	Improved school-wide strategies for targeting needs
6	Parent Conferences	200	250	Involved parents helping students at home

### **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)].

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
1	Teacher Training-Family Friendly Schools	1	35	Increased parent participation to help their children at home
2	Intervention Support Team	1	25	Improved targeted strategies for student success in all academic areas
3	Volunteer Orientation for Teachers	1	35	Increase parent and community participation in classroom activities and small groups
4	Advancement Via Individual Determination (AVID) for 5th grade teachers	1	5	Ongoing organizational strategies to improve student achievement.

### **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	Working Families	Provide scheduling flexible enough to accommodate parent nights and conferences with teachers
2	Families with children in sporting/extra curricular activities that interfere with school functions	Be cognizant of other activities and schedules when planning parent events at school
3	Poor attendance at school events (Parent Ed. Night)	Possibly provide food as an incentive to take the burden of dinner off of the parents or offer particular grade levels on different evenings

## 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
-------	-----------------	-----------------------------