

LARKDALE ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Ms. Coachman-Williams , 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: We the staff and the parents of Larkdale Elementary School, commit ourselves to providing quality and broad-spectrum education for all students. We will promote the fundamentals of responsibility in each person for his or her own actions that will lead to self-reliance, self-esteem, and a respect for the dignity of every individual.

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: Parents will be invited and encouraged to become active members of the School

Advisory Council (SAC). At the SAC meetings parents will be provided information regarding the school's Title I allocation (inclusive of professional development and parent involvement allotments). Parents will be allowed to provide input in the development and decision-making process of all Title I activities related to the school.

An annual evaluation will be conducted using surveys completed by parents, staff, and students. The results will be analyzed to evaluate the effectiveness of the school's parent involvement program.

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 instruction support provided by the school will be discussed with parents during the development of the student's IEP. |
| 2 | Head Start | Head Start pre-kindergarten teachers will conduct at least two home-visits, hold joint parent meetings to discuss specific learning needs of students and academic progress. |
| 3 | Parent University | To teach parents of students in Pre-K-5 how to support student instruction in Reading, Writing, Math, and Science |

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 | Meet and Greet | Administration | August 2013 | Flyer Parent Link Sign-In Sheets |
| 2 | Public Meeting Flyer | Title I Liaison | Open House, Second week of September | Flyer Newsletter |
| 3 | Develop an Agenda and Sign-in Sheets | Principal Administrator Title I Liaison | Open House, Third week of September | Agenda Sign-In Sheets |

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: Teachers will hold conferences individually with parents of children in their classrooms. Parents will be given a summary of the student's test scores and an explanation of the interventions that teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school/parent efforts and explanations of homework and grading procedures. The school will offer parents a parent night each year to provide an explanation of statewide assessment systems, standards, and other accountability measures. Also, the school will host several academic literacy training where childcare will be provided.

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 | FCAT Benchmark Assessments, etc.- Individual Conferences | Guidance Counselor, Teachers | Teachers will conduct individual conferences to discuss each child's assessment results, expectations, and goals for the school year. | October 2013- May 2014 | Progress Reports and Parent Conference Forms |
| 2 | Literacy and STEM information at Parent Meeting | Administration, Curriculum Coaches, Teachers | Parents will be provided with grade specific instructional strategies and resources that they can use at home. | November 2013-April 2014 | Flyer Agenda Sign-in Sheets Evaluation Forms |
| 3 | Review Common Core Standards | Administration, Curriculum Coaches, and Teachers | Parents will put into practice strategies at home | November 2013-May 2014 | Increased student achievement based on end of year assessment data |

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 | Building Ties Between home and school | Administration Title I Liaison Lead Teachers Paren | Improve the ability of staff to work effectively with parents. | September 2013 | Agenda Sign-in Sheets Evaluation/Feedback Forms |

| | | | | | |
|---|----------------------|--|--|--------------|---|
| 2 | Cultural Sensitivity | Administration Title I Liaison Lead Teachers Paren | Provide information to staff on the various cultures represented in the school | January 2014 | Agenda Sign-in Sheets Evaluation/Feedback Forms |
|---|----------------------|--|--|--------------|---|

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: Title I Mobile Unit Visits at the school during quarterly report card night meetings

Parents are encouraged to go to the Title I Parent Resource Center

Parents are invited to shop at the school Book Fair

Parents invited to lunch with their children during lunch week

Quarterly Report Card Night Meetings to inform parents and stakeholders about instructional practices, and for parents to receive report cards and meet briefly with classroom teachers

Annual Parent Seminar allows small groups of parents for more training on Title 1 Programs

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: Larkdale will provide information about Title I programs in a timely manner, using various methods of communication (newsletter, website, meetings)

Information about Title I programs,Extended Learning Opportunity (ELO)

Programs, Common Core Standards, and forms of academic assessments

will be shared with parents during Open House/Title I Information Meetings, parent conferences, and any other time a parent requests such information.

Parents will be given the opportunity to ask questions to help in their understanding of all items discussed at the annual Title I Public Meeting.

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: Larkdale Elementary will provide the School Parent Involvement Plan (SPIP) in English, Spanish, and Haitian Creole. Parents will be sent notification of the plan in the school's newsletter, website, and made available in the front lobby of the school. All correspondences regarding the parent meetings will be created in the aforementioned languages and distributed to parents to increase participation. Translators will be available at all parent meetings and made available when needed.

A multi-lingual staff member is available to assist parents at parent members

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 2012-2013 Parental Involvement Plan

Building Capacity Summary

Provide a summary of activities provided during the 2012-2013 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 | FCAT Benchmark Assessments, etc.- Individual Conferences | 3 | 12 | Teachers will conduct individual conferences to discuss each child's assessment results, expectations, and goals for the school year. |
| 2 | Literacy and STEM information at Parent Meeting | 2 | 13 | Parents will be provided with grade specific instructional strategies and resources that they can use at home. |
| 3 | Introduce Common Core Standards | 2 | 12 | Parents will put into practice strategies at home |

Staff Training Summary

Provide a summary of the professional development activities provided by the school during the 2012-2013 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 | Building Ties Between home and school | 1 | 14 | Improve the ability of staff to work effectively with parents. |
| 2 | Cultural Sensitivity | 1 | 12 | Provide information to staff on the various cultures represented in the school |

Barriers

Describe the barriers that hindered participation by parents during the 2012-2013 school year in parental involvement activities. Include the steps the school will take during the 2012-2013 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 | Meeting Time | Alternate meeting times |
| 2 | Communication (language) | Have translators |

Best Practices (Optional)

Describe the parental involvement activity/strategy the school implemented during the 2011-2012 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 |
|--------------|------------------------|------------------------------------|
|--------------|------------------------|------------------------------------|