I, Cynthia Emerson , 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)

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| **Response:** At Vero Beach Elementary School, we are Valuable Believers in Education who empower students to be college, career and community ready through rigorous and relevant instructional tasks which inspire critical thinking, independent problem-solving, and stimulate natural curiosity. We build relationships as a collaborative community of environmentally conscious, lifelong learners who value and respect themselves, pursue academic excellence with vigor, and contribute positively to the world around them. |

**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 [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

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| **Response:** Vero Beach Elementary 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 through:  \* Title I Annual Meetings  \* SAC Team  \* School climate survey  \* Parent Involvement Survey  \* PTA meetings  \* Monthly Newsletter  \* Grade level Parent Information Nights  \* Weekly Sunday evening Connect-Five Call from Principal  \* School Website & Online Calendar  \* Use of School Marquee - Updated weekly  \* Tuesday Newsday Folder  \* School APP  \*Twitter feed  \*Facebook Social Media Outreach  \* School and Title I Brochures and Handbooks  Vero Beach Elementary as a school wide Title I Program receives ongoing support and technical assistance (beginning in August) designed to assist them in the development of effective parent involvement activities. Regular technical assistance meetings are provided to the principal and leadership team to review student achievement data and to assist school-based staff develop and implement all components of the required plans. These include but are not limited to: State and regional parent involvement forums/conferences/TA meetings.  Coordination and technical assistance is provided via a variety of ways including on-site training, phone calls, emails, site visits, and staff development for staff.  Title I Program staff provide training and present parent involvement information at faculty meetings upon request.  The district Title I Office provides technical assistance and support to Vero Beach Elementary regarding the development of their school-level PIP. The district Title I coordinator, project specialist, Title I resource teacher and parent involvement specialist meet with the Title I leadership team to review the PIP to ensure that all requirements of Section 1118 [34 CFR 200.30(e)] are met.   Title I staff review the agendas of school-level parent involvement meetings and activities to assist schools in ensuring that the activities are effective and designed to promote student achievement. Bilingual Title I staff facilitate parent involvement trainings and meetings to ensure that parents whose heritage language is not English, may participate fully in meaningful opportunities to become more involved in the education of their child.  Specific actions the LEA will take to provide coordination, technical assistance, and other support to assist Vero Beach Elementary as a Title I, Part A school in planning and implementing effective parental involvement activities to improve student academic achievement and school performance are detailed below:  Technical assistance meetings are provided at Vero Beach Elementary throughout the school year for all Title I Administration and School Leadership Teams (SLT) to support schools in their review of current FCAT/Florida Standards Assessment data and the development, implementation, and review of their Title I Parent Involvement Plan and SIP.  The LEA provides technical assistance and collaboration with the school parent involvement leadership team representatives to ensure NCLB parent involvement requirements for district and school are met for the School Improvement Plan, Parent Involvement Plan, and School Parent Compacts.  The District Title I Team, in consultation and coordination with the school based leadership teams and the Professional Development Department, recommend district training and professional development for principals and associated staff on interpretation and implementation of current legislation. Additionally, the Title I team provide opportunities for guest speakers and family involvement presentations upon request.  District staff provides the "School Family Partnership" training for school staff members to enhance their abilities to engage families in the education of their child.  The Vero Beach Elementary Title I Parent Involvement Plan ensures that activities provide meaningful opportunities for parents to gain the needed skills and/or knowledge to become more involved in their child's education.   The District Title I staff regularly participate in regional East Coast Technical Assistance Center (ECTAC) family involvement team meetings and through this process is kept abreast of the most current research based findings and programs for family involvement. The leadership meetings serve as the main forum for sharing and disseminating ECTAC and FLDOE information; however, the District Title I staff share information through informal means as well and are available (to schools) for consultation and assistance as requested.   Parents, parent involvement school representatives, principals, and teachers are invited to attend Regional, District, and State sponsored training sessions, workshops, and conferences designed to support parent involvement and strengthen student academic achievement.   The LEA shares information with Vero Beach Elementary School regarding all available parent involvement/family engagement workshops and trainings as the information becomes available.  The school must submit to the Title I office each semester a Parent Involvement Activity Plan/Calendar. The Parent Involvement Plan serves as a school /parent activities tracking form. Additionally, the LEA requires sample copies of flyers, agendas, and sign-in sheets for all parent involvement activities (e.g., Orientation, Open House, Pro Kids, ELA, Math and STEM Nights).   The Title I leadership team solicits recommendations, ideas and suggestions on parent involvement activities from parents and school staff throughout the school year.  The LEA and school site fund opportunities for guest speakers to provide parent involvement workshops and trainings and to purchase researched based books and materials on parent Involvement for Title I Schools to support parent assistance with the curriculum (i.e. math manipulatives, books and bi-lingual materials).   The District Title I staff provides technical assistance in the effective use of the Parent Resource Room at Vero Beach Elementary.  The Title I Social Worker facilitates the access of community resources needed to support the engagement of families. With collaboration from a variety of local agencies services include but are not limited to providing and assisting with counseling, crisis intervention, uniforms, clothing, shoes, food, transportation, housing assistance, and shelter.   The Title I Social Worker facilitates access to community resources for parents as needed. |

**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)].

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| **count** | **Program** | **Coordination** |
| 1 | Title II | Title II provides schools with supplemental funding to support the professional development needs of staff related to parent involvement through the School - Family Partnership PowerPoint. Funds are used to support attendance at state and regional conferences and pay for consultants related to parental involvement. |
| 2 | Title III | Title III funds are used to support parent involvement activities for parents of English language learners. Title I staff work closely with Title III staff to collaborate activities whenever possible. |
| 3 | Title I Part C | Migrant staff will conduct home visits. Migrant staff also assist to facilitate parent involvement meetings since many of the migrant students attend Title I schools. |
| 4 | Title X | Homeless program staff work closely with the Title I Office to coordinate services for homeless students. Activities may include: coordinated meetings with parents, meetings with Title I and Homeless education program staff to discuss the barriers to success of homeless students. |
| 5 | VPK | Title I Part A supplements the funding of the district's VPK program at the highest ranked poverty school in the district. The Title I and VPK office work together to coordinate appropriate early childhood programs and transition programs for pre-K students who will enter kindergarten.  Activities include Kindergarten roundup meetings, parent meetings, and literacy nights. Title I teachers coordinate with VPK teachers to discuss specific learning needs and referrals. In addition, the Title I Program supports a summer learning opportunity for students who completed VPK and will enter Kindergarten at a Title I school in the Fall. This summer program helps to reduce the potential of "summer slide" for the VPK completers. |
| 6 | Title I Adult Education | Staff communicates services available through Adult Education. |
| 7 | The Learning Alliance | The Learning Alliance (TLA) support the District's Moonshot Moment goal to have 90% of all children reading on grade level by the end of third grade in 2018! The Learning Alliance initiated a "Moonshot Moment Book Drop Off" Program to supply students who attend a Title I school appropriate books to support parents and students at home. In addition, the Learning Alliance provided funding for vision screening and eyeglasses, if needed, to students. The Learning Alliance encourages the use of the arts to develop a child's reading milestones. The Learning Alliance assists parents in preparing their children to be "Ready for Kindergarten". |
| 8 | Education Foundation | The Education Foundation of Indian River County's mission is to enrich and enhance educational opportunities. Through the generosity of community partners such as Impact 100, Bank of America, The Community Foundation, The John's Community Service League, The John's Island Foundation, Motorola, AT&T, Toyota of Vero Beach, School District Education Foundation Matching Grant Program (from the Florida Legislature), Indian River Lawyers Auxiliary and a Business Partnership with Piper Aircraft, they have been able to help the Indian River School District achieve BIG Dreams. Some projects include: "Achieving Our Green Dreams - Planting the Seeds for the Future" Working with Vero Beach Elementary School to provide self-sustaining education for their students with a Nutrition Kitchen and Community Garden; Sneaker Exchange; School Supplies. |
| 9 | The Elks | Elks created Elks Kids of Character Program to support Positive Behavior Initiatives at VBE that supply resources, such as uniforms, to families. |
| 10 | PTA | PTA created several school-family initiatives, such as Support for new Kindergarten families and Pro Dads, along with coordinating fundraising to support families being more engaged in academics. |

**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)].

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Enlist parents for parental involvement at Orientation and throughout the year | Cynthia Emerson/Teachers | August 2016 - June 2017 | list of parent names |
| 2 | Enlist parents for Parent Involvement at SAC meeting | Cynthia Emerson/ Rachel Moree | September 2016 - June 2017 | list of parent names |
| 3 | Planning meeting with Title I Leadership Team and SAC | Cynthia Emerson/ Rachel Moree/ Karen Malits/Sarah Van Brimmer/ Elaine Ragley | September 2016 | agenda/ sign in sheet |
| 4 | Send information flyers home | Rachel Moree | September 2016 - June 2017 | flyer |
| 5 | Weekly Updates via Connect 5 | Cynthia Emerson | July 2016 - June 2017 | Connect Five printout |
| 6 | School App | Mary Ann Kalin | July 2016-June 2017 | website printout |

**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)].

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| **Response:** VBE will offer parent meetings at various times during the day and evening. Our goal is to host a number of meetings at different times in order to meet the needs of our families.  SAC meetings are in the afternoon. PTA meetings are in the evening. Meetings are held on the same days as other scheduled family events such as Open House, parent trainings, and informational meetings. Parent conference meetings are offered before, during, and after school, on Saturdays as requested, and the District conference nights.   Food and child care may be offered for Parent Training and Information Nights.  Parents are invited to come for special activities during the school day. VBE also has an open door policy for parent visitation once signed into the Raptor system.  Title I Program staff work with parents and teachers to coordinate and provide flexibility in the scheduling of conferences (i.e. child care, home visits, etc.) |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | District Title I Annual Meetings | Alice Blanco, Karen Malits, Krista Sadlers, Julie Green, School Administrators | Involve parents in planning | September | open communication with parents |
| 2 | School based Title I Annual Meetings | Krista Sadlers, Karen Malits, Mr. Miller | involve parents in planning; discussion of barriers | September | input from parents |
| 3 | Orientation | Cynthia Emerson/ Rachel Moree | Provide information about schedules | August | Parents more comfortable in school |
| 4 | Open House/Conferences | Administration and Staff | Provide parents with expectations for students | September | Parents are prepared to work with their children |
| 5 | SAC meetings/ PTA meetings | Cynthia Emerson/Rachel Moree | Information to parents; input from parents | September, December, February, April | Administration and parents working together |
| 6 | Parent Teacher Conferences | All staff | Provide information on child's current academic progress and develop a plan to reach student's goals | on going, all November, February, April | Academic improvement of students |
| 7 | Parent Involvement Activities Calendar | Rachel Moree | Involve parents in attending events to help them support the child | September , February | Increase numbers of parents attending events |
| 8 | Award Ceremonies | Grade Level Chairs | Encourage and acknowledge achievement success | November, February, April, May | Improved academic success |
| 9 | Family Celebrations | Administrative Staff, PTA | Parents involved in school activities | October, May | More parents involved in school |
| 10 | ELA and STEM Nights- teachers demonstrate specific skills and strategies | Academic coaches, resource and classroom teachers | Provide information on common core standards, FCAT, Literacy, STEM and how to help your child | November, January, March | Academic improvement of students |
| 11 | ELL Family Night- question and answer format | Academic coaches, resource and classroom teachers | Provide specific information for our Hispanic families | November or February | Academic improvement of students |
| 12 | Multicultural Night | Cynthia Emerson, Amanda Peterson, Rachel Moree, Nancy Hatcher | Celebrating multicultural differences increases student self-esteem and self-worth | May | Improved academic success |
| 13 | PBS Program | Harvey Lee | Increased student behavior and success | throughout the school year | Improved academic and behavior success |
| 14 | Kindergarten Camp for incoming Kindergarten students and families | Rachel Moree, Robyn Henson | Positive start to the new school year and increase parental involvement to support student success | August | Increased scores on FAIR, DIBELS, Fundations |
| 15 | Principal's Challenge Summer Program | Administration | Students will be more prepared for the new school year. | August | Improved academic success |
| 16 | Culminating Math and Science Camp Activity | Karen Malits, Krista Sadlers, Administration, Math and Science Camp teachers | Students will demonstrate what they have learned during camp | June | Improved academic success |
| 17 | Quarterly Academic Goal Setting | Teachers | Students and families will work together to meet mastery of teh standards | August- June | Improved proficiency rates |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | School-Family Partnership | Margaret Hearndon, Sharon Keeley, | Training to provide strategies for working with parents | December | Increased parent participation |
| 2 | Consultations with teachers | Arleen Alter, Margaret Hearndon | Training to provide strategies for working with parents | Throughout the school year | Increased parent participation |
| 3 | Customer Service Training | Administration | Training to improve verbal and nonverbal communication with families | September 2016 | Improved, open communication and increased parent participation |
| 4 | Conscious Discipline | Administration/ Conscious Discipline Team/ Learning Alliance | Building ties between home-school | July, Aug., Oct. 2016 | Improved, ongoing methods to support students and families |

**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)].

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| **Response:**  1. Parent Resource Room - Computer Club for parent resources   2. Resources Lending Library  3. Winners Walk Tall (selected classrooms)  4. Parent-Student Joint Afterschool Enrichment Sessions  5. Title I Staff coordinating community resources   6. Munchkins with Mom and Donuts with Dad  7. Title I Staff supporting Parents' English Language Acquisition (before school) |

**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)].

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| **Response:** Vero Beach Elementary School will provide parents with timely information by:  \* back pack letters/Tuesday Newsday folders  \* Connect Five in English and Spanish  \* Personal calls home  \* e-mails  \* Positive Post Cards  \* school website  \* school calendar  \* district website  \* newspaper School Zone reports  \* Orientation Night  \* Back to School/Open House Night  \* FSA Parent Night  \* ELA/STEM Nights  \* Title I meetings  \* SAC meetings  \* PTA  \* conferences with the teacher  \* conferences with the principal  \* Kindergarten Camp  \* Notes in agenda  \* School Marquee update  \* Classroom Newsletters and websites  \* School APP  \* PTA Monthly newsletter |

**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)].

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| **Response:** The PI Plan is discussed and distributed during parent meetings and School and District Title I Meetings to all parents of Vero Beach Elementary students. Parents of students who were unable to participate in any of the above mentioned meetings receive a PI Plan via backpack and are notified of the availability of the Plan via Connect 5. Parents requesting the Plan in Spanish will receive that support. The Parent Involvement Plans are distributed and made available via hard copy and on the district and school's website.  All pertinent written communication is provided for parents in English and Spanish and in other languages, when feasible. English and Spanish are the primary languages spoken in the homes of SDIRC students. Whenever feasible, the district will provide translations in other languages either by volunteers, district employees, or outside companies. All Title I schools have bilingual staff who serve as interpreters to ensure that all parents are fully able to participate in parent meetings and activities. The district's Title I Parent Specialist, Title I Social Workers, and Project Specialist are also bilingual and facilitate communication between the home and the school.   The Title I Office works closely with the district's ESOL program and the Migrant Education Program to ensure that specific language barriers are addressed. They also collaborate in the implementation of parent involvement activities and meetings for both the ESOL and Migrant Programs. Both the Title I Coordinator and the District Project Specialist also support the Migrant (MEP), ESOL, and Homeless programs.  All Title I schools have bilingual staff who serve as interpreters to ensure that all parents are fully able to participate in parent meetings and activities.   The district also works collaboratively with the Exceptional Student Education department to ensure that parents may fully benefit from the parent involvement activities. |

**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.

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**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.

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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.

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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.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |

**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)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on 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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Parents not comfortable in school setting | Train staff to ensure parents feel welcome in their child's school. Homeless Transition teacher and school social worker serve as an advocate with family and school. |
| 2 | Parents speak a heritage language other than English | Provide interpreters to facilitate meetings. Train staff to ensure understanding of other cultures. |
| 3 | Parents working multiple jobs | Hold parent meetings/activities on the same evening and provide for baby sitting |
| 4 | Time and location of parent/teacher conferences | Schedule meetings at flexible times (before, during, after school). Homeless Transition teacher and school social worker serve as an advocate with family and school. |
| 5 | Transportation | Provide a link on the school website to Go Lines schedule. |

**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)

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| **count** | **Content/Purpose** | **Description of the Activity** |
| 1 | Building Capacity of Parents | Various Informational Sessions |
| 2 | Clustering School activities and information sessions | Variety of parent involvement activities |

If you have questions contact Karen Malits at [karen.malits@indianriverschools.org](mailto:karen.malits@indianriverschools.org) or 772-564-3038.