

## LEALMAN AVENUE ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Kris Sulte , 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:** Lealman Avenue Elementary School is dedicated to establishing a working relationship with parents/caregivers that is essential to 100% student achievement and therefore encourages parent involvement in all school activities.

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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:** Lealman Ave. Elementary believes in involving parents in all aspects of its Title I programs. The SAC has the responsibility for developing, implementing, and evaluating the various school level plans, including the SIP and PIP. More than 50 percent of the members of SAC are parent (non-employee) representatives. In addition, all parents were given the opportunity to review the plan and offer their input prior to approval by way of a take home survey, PTA meeting and SAC meeting. For the PIP, all parents were given surveys at the end of the year seeking their input on activities, training, and materials they needed to help their child. Parents are also surveyed after each family involvement training. Results of parent surveys are reviewed by the SAC to determine needed changes. During the SAC meeting when the PIP and/or SIP are developed, the committee will decide, with the input from parents how the parental involvement funds will be used. Parent input will be documented by sign-in sheets and in the minutes from meetings.

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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	Transition to Kindergarten Program	Contact local preschools in Spring. Curriculum overview will be given for incoming students. Materials will be provided to help parents prepare their student for school
2	Individuals with Disabilities Education Act (IDEA)	Supplemental instructional support provided by Title I discussed with parents during the development of the students IEP.
3	Title II	Professional Development Modules provided to schools to support the professional development needs of the staff related to parental involvement. LEA staff will provide support and monitor the implementation to ensure that training is provided as required.

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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 materials to address required components	Community Involvement/Principal	August 24, 2016	copy of agenda, powerpoint presentation, handouts for stakeholders
2	Develop/Disseminate invitation to meeting	Community Involvement/Principal	Augusts 24, 2016	notice on marquee, office staff reminding parents
3	Advertise/ Publicize event	Community Involvement, Principal	August 10 and 24, 2016	August newsletter/ School Messenger
4	Develop sign-in sheets	Community Involvement	August 24, 2016	sign-in sheets

5	Maintain documentation	Community Involvement Liaison	August 24, 2016	Title I documentation housed in Title I office and uploaded to an electronic audit box.
6	Missed Meeting Information	Community Involvement Liaison	September 2, 2016	Newsletter Information

## 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:** We believe that parent involvement is the key to student success at Lealman Avenue Elem. Our Annual Title I Meeting is held in conjunction with our Open House, on the same evening, in an effort to reach as many parents as possible through this first meeting. In addition to our evening meeting, we offer written information to all who are unable to attend. Parents are notified that they may also call the Lealman Ave. Elem. Title I Office for more information or questions.

We offer flexible morning and evenings and meeting times throughout the year to reach as many families as possible with a variety of topics. Some morning meetings are scheduled in an effort to accommodate families who are unable to attend evening meetings. Our Read with Your Sweetie is all an all day event. We also vary the meeting times of our SAC in an effort to reach more families.

Family events will be presented in Spanish and English when possible or translators will be provided to enable non-English speakers to participate in all events. If the event does not include families, child care will be provided to enable parents and caregivers to attend.

## 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	Reading/FSA Strategies Meeting	Classroom Teachers	Parents will be provided with strategies to help their students in the area of Reading. Parents will also get and FSA ELA overview. Anticipated impact on student achievement is an increase in nightly reading log participation and an increase in reading scores as measured by FSA.	November 17, 2016	sign-in sheets, agenda, workshop evaluations

2	Math Family Night and dessert	Classroom Teachers	Hands-on fun activities in math strands and FSA information to positively impact student achievement	January 19, 2017	sign-in sheets, workshop evaluations
3	Science Family Night; dinner	MAD Science Workshop/Title I contact/ Classroom Teachers	Hands-on activities in Science strands with Science Showcase	March 9, 2017	sign-in sheets, workshop evaluations
4	Read with Your Sweetie	Community Involvement Liaison/reading Coach	Fluency and Comprehension strategies to positively impact students achievement and increase test scores	February 14, 2017	sign in sheets, workshop evaluation
5	School wide Take Home Reading Program	Reading Coach/Classroom teachers	Build reading stamina to increase students test scores	October 3, 2016	parent 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	Discussion during PLCs regarding parent communication, trainings and family activities	Title I Contact	Teachers will use training to do outreach to families. They will try to use innovative strategies to help parents who speak other languages to feel comfortable and willing to work with students at home. With the learned strategies, we hope to see an increase in reading and math proficiency.	September 2016-June 2017	sign-in sheets, agenda, parent conference sheets
2	FEAT workshops	School Personnel	To look critically at family engagement programs at the school and work to improve them based on knowledge gained from workshops	September 2016-June 2017	sign in sheets, agenda, parent surveys

## 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 will use the Parent Resource Cart as a way to have materials accessible to parents when they attend school functions. These materials will be for check-out. We will also advertise in our school newsletter the Title I Family Resource Center, located at the Title I Center, as a way that parents can access materials to use at home 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:** At the Annual Title I Meeting in September, Lealman Ave. Elem. will share information about the Title I programs, the curriculum, and academic assessments. Parents will learn about the schoolwide program, how to schedule parent-teacher conferences, and opportunities for participation in decisions related to the the education of their child. School Success Compacts will be reviewed and explained to parents. Classroom teachers will provide additional information on the subjects they teach, assessment plans, and how parents can help at home. The same information will be provided in an informational packet distributed to parents who are unable to attend the meeting. The information will also be communicated with parents through the school newsletter and teacher conferences. Sign in sheets will be utilized to document parents who were able to attend the Title I Annual Meeting. We will also have an agenda to document this event. Teachers will also explain how to interpret grade level data following testing cycles, during parent conferences throughout the year.

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## 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:** Lealman's calendar of family events is designed to allow every family to have the opportunity to participate in the programs designed to foster parent and family involvement. Events are planned for parents of ESOL students in the areas of reading, math, and science. Programs are presented in English and translators are provided when possible. The ESOL team provides service to parents through communications in Spanish and Vietnamese. Parents and caregivers are notified about programs twice during the year using flyers in English, Vietnamese and Spanish. Important information is sent home to parents in English as well as Spanish (Ex: flyers, handouts, newsletters) Teachers are also given translation letters at the beginning of the year to send home to parents in multiple languages so that parents will know the information is of importance. Conferences for parents with disabilities request an interpreter through the district office.

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## 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	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and	Reading Night	Melissa harvey	Higher Achievement Scores on PCS Common Assessments	November 17, 2016
2	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Mailing flyers to community based organizations and businesses, advertising our family nights and PTA events.	Community Liaison	Higher achievement on PCS common Assessments	Sept. 2016-May 2017

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### Upload Evidence of Input from Parents

Upload evidence of parent input in the development of the plan.

[Uploaded Document](#)

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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.

[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	Family Literacy Trainings	1	120	Increased achievement on PCS Common Assessments
2	Family Math Night	1	110	Increased achievement on PCS Common Assessments
3	Mad Science Night	1	100	Increased achievement on PCS Common Assessments

### **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	Leadership team brainstorming ideas for parent involvement and communication	1	15	Higher Achievement scores on PCS Common Assessments

### **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	Unable to come during the hours presented (all subgroups)	Offer events such as Imoms and All Pro Dads during the morning and incorporate some aspects of the trainings that are offered during the evening. Will continue to offer am and all day events for parents to attend.
2	Not participating because of language barrier	Offer interpreters for non English speaking families Will reach out to churches and other local groups for interpreters for our many ESOL families.

### **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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