**2016-2017 School Parental Involvement Policy/Plan**

**School: Avalon Elementary School LEA: Melissa Stamper**

I, Jessica Campbell, 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: Our mission is to build positive and collaborative relationships with families and the community in order to support student achievement and development.** |

**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: SAC meetings are held to work collaboratively with parents in order to gather timely input for improving and enhancing school programs to benefit students. Parent input will also be gathered at family events.**  |

**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 | "PACT" | Literacy Volunteers of Collier County will offer free workshops to teach parents how to support and enhance children's literacy. |
| 2 | "Love and Logic" | School Counselor will present a series of seven modules for parents over a six week time period. These modules revolve around positive discipline and raising responsible kids. |

**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 | Annual Title 1 Meeting held on August 12, 2016 2015 in conjunction with Meet the Teacher | Principal | August 12, 2016 | Sign in sheet/Agenda |
| 2 | Title 1 information, including staffing, sent home in 3 languages via backpacks. | Principal | August 18, 2016 | Copies of documents |

**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:** Parent meetings will be held at both morning and evening times providing parents the opportunity to attend at their convenience. Home visits, conducted by the administrative team and teachers, will occur as needed in order to connect with families.  |

**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 | Parent Resource section of the Media Center | School staff | Empower parents to implement different academic and behavioral strategies at home in order to increase student achievement.  | Year round | An increase in student achievement |
| 3 | Student-led Conferences | Classroom Teachers, Administrators | Students set academic goals and review data with parents | Fall 2016, Spring 2017 | Parent sign in sheets, increase in student achievement |
| 4 | STEM Night | Grade Level Team Leaders | Teachers, students, and parents interact with a number of STEM problem solving experiences.  | One per year | Parent sign in sheets, program flyer, increase in student achievement |
| 5 | Morning Literacy, Math, and STEM Events  | Reading & Math Coach | Parents are invited to participate in academic activities with their child, following this shared experience, the coaches instruct parents in various strategies and activities to do at home. | Monthly  | Parent sign in sheet, increase in student achievement |
| 6 | Parent Make it and Take it Event  | Reading & Math Coach  | Teachers guide parents in creating activities with their children to support academic achievement at home. | Spring 2017 | Parent sign in sheet, increase in student achievement |
| 7 | Grade Level Curriculum Mornings | Team Leaders | Each grade level will have a meeting with their parents one morning in the Fall to inform them about grade level expectations | Fall 2016 | Parent sign in sheet, increase in parent involvement |

**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 | Parent Involvement Professional Development & Trolley Tour of Avalon School Zone | Melissa Stamper, Jessica Campbell | An increase in positive relationships among teachers, student, and parents | August 10, 2016 | Increase in student achievement, a decrease in referrals, and increase in parent involvement |
| 2 | District Workshops | District Staff | More effective teaching methods and student learning | Year round | Academic Progress, student portfolios. |
| 3 | Dr. Ruby Payne book study | Jessica Campbell, Melissa Stamper | An increase in positive relationships among teachers, student, and parents | Fall 2016 | Increase in student achievement, a decrease in referrals, and increase in parent involvement |

**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:** **A parent resource library is maintained in the Media Center. Parents can check out books in multiple language to read with their children, as well as resource books such as “Parenting with Love & Logic”.** **Additionally, Avalon will be offering English classes for parents this year to attend and become proficient in English.**  |

**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:** Avalon Elementary will send parents information via backpack on the school's and district's parental involvement policies and plans including how and where to review the full plans. In addition, parents will have access to this information via a parent involvement brochure that they receive, through the school website, and through communication during parent meetings and School Advisory Council meetings. Parent input was sought in the development of this policy, the School Parent Involvement plan and use of all Title I funds including basic, migrant, and parent involvement. In addition, student calendars that detail activities and events at Avalon Elementary are sent home monthly, and the school marquee lists weekly events. Additionally, auto dialer phone calls are used weekly to communicate with parents.SAC meets monthly to monitor progress toward the School Improvement Plan, Parental Involvement Policy, and to decide upon expenditure of School Improvement funds. This Parental Involvement Plan is available for review at the office (parents are reminded of this via monthly calendars). |

**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:** To ensure that all parents have the opportunity to participate in parent involvement events, Avalon Elementary School provides activities with bilingual staff and materials. In addition, translating equipment (Talk and Listen system) is available for all events. Flyers and announcements regarding parent involvement activities are translated and distributed to all parents. Parents with disabilities are welcome to attend all activities and/or services and accommodations are made to allow them access. Event flyers include this information instructing parents to contact the Parent Involvement Coordinator if they are in need of an accommodation. |

**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:

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| **count** | **Activity**  | **Description of Implementation Strategy** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** |
| 1 | Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];and | SAC Committee | Principal | Communication between school and home | Monthly Meetings |
| 2 | 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 | Morning Family Workshops | Reading Coach, Math Coach | Enhanced student learning and assistance from home | Monthly |
| 3 | Maximizing parental involvement and participation in their children’s education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)]; | Parent meetings are held at a variety of times throughout the school year in order to accommodate parent schedules. Additionally, home visits are conducted as needed.  | Principal | Increased assistance from home | Throughout the year |
| 4 | Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)]. | Collier County Education Foundation provides grant monies, Unity Church provides student uniforms, the Rotary distribution of dictionaries and a new book twice each year, Collier County Sheriff donate materials.  | Principal | Involvement increases student achievement | Throughout the year |

**Upload Evidence of Input from Parents on PIP**

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

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| [Uploaded Document](file:///C%3A%5CDocuments%20and%20Settings%5Ccruza1%5CLocal%20Settings%5CTemporary%20Internet%20Files%5CContent.Outlook%5CIW1Q1HEL%5CfileUploads%5C110321_2013-2014_uploadEvidenceParentInput.docx) |

**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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| [Uploaded Document](file:///C%3A%5CDocuments%20and%20Settings%5Ccruza1%5CLocal%20Settings%5CTemporary%20Internet%20Files%5CContent.Outlook%5CIW1Q1HEL%5CfileUploads%5C110321_2013-2014_uploadCompact.pdf) |

**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

[Uploaded Document](file:///C%3A%5CDocuments%20and%20Settings%5Ccruza1%5CLocal%20Settings%5CTemporary%20Internet%20Files%5CContent.Outlook%5CIW1Q1HEL%5CfileUploads%5C110321_2013-2014_uploadCompact.pdf)

Evaluation of the 2014-2015 Parental Involvement Plan

**Building Capacity Summary**

Provide a summary of activities provided during the 2014-2015 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** |
| 1 | Student Led Conferences | 2 | 505 | Students set academic goals and reviewed them with parents. |
| 2 | Annual Title I Meeting | 1 | 377 | Parents received information about the Title I program and learn how to help their children succeed in school. |
| 3 | Morning Academic Activities (Books & Bagels, Math & Muffins, STEM) | 5 | 248 | Parents participate in an academic activity with their children that they can later do at home in order to reinforce important academic topics. |
| 4 | STEM Night | 1 | 177 | Teachers, students, and parents interact with a variety of STEM problem solving activities. |
| 5 | Superhero Carnival | 1 | 221 | Parents and students participate in Make it & Take it academic activities which they can do again at home.  |

**Staff Training Summary**

Provide a summary of the professional development activities provided by the school during the 2014-2015 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** |
| 1 | A meeting will be held to train faculty/staff on the importance of parent involvement. | 1 | 73 | An increase in parent involvement. |
| 2 | District Workshops | 6 | 82 | More effective teaching methods and student learning. |

**Barriers**

Describe the barriers that hindered participation by parents during the 2014-2015 school year in parental involvement activities. Include the steps the school will take during the 2015-2016 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 | Limited English proficiency | Provide translators for all meetings. |
| 2 | Minority parents may be uncomfortable to participate in school events | Consciously seek to recruit employees of all races. |
| 3 | Parents may not be able to attend due to work schedule | Schedule events at various times. |

**Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the 2014-2015 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** |