

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

I, Maria V. Kerr, 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:** The mission of Crestview Elementary School is to foster academic excellence throughout the improvement of scientific thinking skills, hands-on project-based learning and accompanying technological advances. We promote respect of self and others, and an appreciation, understanding, and awareness of individual differences through multicultural activities and experiences. We provide an enriching environment which will also be safe and secure. We encourage a collaborative partnership of community, school and home.

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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:** Crestview Elementary School involves parents in the planning, review, and improvement of this School Parental Involvement Policy through attendance at PTA meetings and EESAC meetings where suggestions are welcome. EESAC is the governing body of the school and parent involvement is encouraged. The purpose of the EESAC is to work to ensure improved student achievement. An important focus of the Council is in the preparation and evaluation of the School Improvement Plan (SIP) as it directly impacts the delivery of the educational program and services. Decisions regarding the use of Title I funds are made during the development of the School Improvement Plan by the EESAC committee.

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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	VPK	Maximizes the probability of academic success upon official entrance into the school environment. The VPK teacher meets with parents to assist in preparing and transitioning students into the kindergarten program.
2	Kindergarten Orientation	Introduces parents and students to kindergarten readiness skills in preparation for success in education.
3	Title 1 District Advisory Council (DAC)	Contains elected parent members from Title 1 schools in their membership that demonstrate the involvement of parents.
4	Parent Advisory Council (PAC)	Title 1 Pac meets twice during the school year, by Region, to gain input from parents in their schools to support the development of required parent plans.
5	Parental Involvement Plan (PIP)	The District and Title 1 Administration provide training to all schools in the Title 1 Program on ways to include parents in development of the M-DCPS PIP, the school's PIP, the school improvement process and the operation of the school.

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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	Title 1 Annual Meeting	Administrators	September 15, 2016	Flyers, Agenda, Minutes, and Sign-In Sheets
2	Open House	Administrators	September 15, 2016	Flyers, Agenda, Minutes, and 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:** Parent participation is paramount at Crestview Elementary school. To accommodate our parents and community members, EESAC and PTA meetings are scheduled for alternating monthly morning, afternoon and evenings. All meeting dates and times are posted in the main hallway of the school, on the marquee, announced on the public address system, by Connect-Ed and advertised on flyers sent home with students.

## 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	Kindergarten Orientation	Administration	Parents will be provided kindergarten expectations and strategies for success in the program.	August 2016	Sign-In sheet; Agenda; Flyer
2	Parent Data Workshops	First - Fifth Grade teams; administration	Parents will be provided with information on assessment and academic achievement standards.	February 2017	Sign-In sheets; Agendas; Flyers
3	Math/ Science Family Night	Math and Science Coach; Leadership team	Parents will be provided with print materials and web based resources to assist parents in understanding the NG-SSS, Florida student academic standards, and standardized assessments.	November 2016- April 2017	Sign-In sheets; Agendas; Flyers
4	Kindergarten, First & Second Grade SAT Parent Meeting	Grade level teams; Administration	Parents will be provided grade level expectations and information on standardized assessments.	February 2017	Sign-In sheets; Agendas; Flyers
5	Individual Parent Conferences	Classroom teachers	Teachers will conduct individual conferences with parents to discuss district assessments (Baselines/Interims), results, expectations and goals for the school year in correlation with the goals of the Parent Compact.	Initiate in September 2017 and continue throughout year	Sign-In sheets; Agendas; Flyers
6	City of Miami Gardens Science Fair	Classroom teachers	Students participate in a city wide fair utilizing mathematics and science skills.	December 2016	Sign-In sheets; Agendas; Flyers
7	Pre-Kindergarten Orientation	Classroom teacher & paraprofessional	Parents will be provided the Pre-K curriculum, expectations and strategies for success in the program.	June 2017	Sign-In sheets; Agendas; Flyers

## 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	Title 1 Administration Annual Procedures Meeting for Principals	Title 1 Administration and School Operations	Principal will attend training on the implementation of the NCLB Act and on techniques to increase parental involvement that are linked to improving academic achievement.	September 2016	Increased student achievement as evidenced by student standardized test scores.
2	Title 1 Annual Meeting conducted at the school site level	School Site Administrators, Title 1 CIS	To involve parents in the implementation of the No Child Left Behind Act and to increase student academic achievement.	September 2016	Increased student achievement as evidenced by student standardized test scores.
3	Math/ Science Family Night	District, EESAC Chairperson	The District makes training available to assist schools in effectively managing their councils (EESAC) so that parents are fully involved in the development and review of the SIP that is linked to improving academic achievement.	November 2016-April 2017	Increased student achievement as evidenced by student standardized test scores.

## 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:** To further encourage parent participation and engagement, Crestview Elementary has created a parent center where parents may pick-up materials and/or meet with our Community Involvement Specialist. Parents are assisted in navigating the student/parent portal and registering as school volunteers. The parent resource center is opened daily from 8:30am - 3:00pm. The CIS will maintain records of parents' participation. Additionally, Crestview Elementary has established a school website which is monitored and updated as needed. The website provides information useful to all stakeholders including a link to the parent portal, school site up-coming events, testing calendars including District and State mandated tests and general information regarding Crestview Elementary and Miami-Dade County Public Schools.

## 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 Open House meeting held in September, all stakeholders of Crestview Elementary will receive information about the Title 1 programs, the curriculum, and academic assessments. Parents will learn about the school wide programs, parent portal, before and after school care, tutoring, how to schedule parent teacher conferences, and opportunities for participating in decisions related to the education of their child. Parents will be given a copy of the parent handbook, which includes more detailed information on these topics. Upon completion of the general meeting, parents will be invited to visit their child's classrooms and meet staff. During classroom visits, teachers will provide additional information on the subjects they teach, assessment plans, ongoing progress monitoring, state assessments, classroom expectations and how parents can help at home. Sign in sheets will be collected and maintained with Title 1 documentation.

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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:** Crestview Elementary makes contact with parents via Connect Ed, flyers, and the marquee. Documentation in other languages is distributed as needed. Parents are assisted in meeting the needs of children with exceptionalities and ELL learners in their primary language. The parent resource center is available from 8:30am - 3:00pm for one on one assistance.

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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	Parent Data Night and SAT Parent meetings will be held to provide parents with information on assessment and academic achievement standards. Teachers will be available to explain and disseminate individual student data and to schedule individual parent conferences.	Grade levels, Reading Coach	To increase student achievement as evidenced by improved student standardized test scores.	August 2016- February 2017
2	Maximizing parental involvement and participation in their children's education by	To accommodate our parents and community members; EESAC meetings	Administration, Title 1, PTA	This will implement research based parental	

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));	and Parent Workshops are scheduled alternating bi-monthly afternoon and evenings. PTA meetings are held monthly in the evenings to encourage parent attendance.	involvement plans, practices, programs, and activities that are linked to improving academic achievement.	August 2016-June 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	PRE-K TRANSITION MEETING	1	27	Parents will be provided kindergarten expectations and strategies for success in the program and activities to conduct over the summer.
2	PRE-K ORIENTATION	1	9	Parents were provided the Pre-K curriculum, expectations and strategies for success in the program.
3	CITY OF MIAMI GARDENS MATH & ENGINEERING FAIR	1	7	Students participated in a city wide fair utilizing mathematics and science skills.
4	MIAMI GARDENS COMMUNITY RESOURCE FAIR	1	7	Parents informed of educational and community resources available throughout the Miami-Gardens, Norland Feeder Pattern community.
5	MATH/SCIENCE FAMILY NIGHT	3	79	Parents will be provided with print materials and web based resources to assist parents in understanding the NG-SSS, Florida student academic standards, and standardized assessments.
6	KINDERGARTEN ORIENTATION	1	27	Parents will be provided kindergarten expectations and strategies for success in the program.

### **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	Title 1 Administration Annual Procedures Meeting for Principals	1	1	Principal attended training on the implementation of the NCLB Act on techniques to increase parental involvement that are linked to improving academic achievement.
2	Title 1 Annual Meeting conducted at the school site level	2	307	To involve parents in the implementation of the No Child Left Behind Act and to increase student academic achievement.
3	Miami-Dade County Public Schools EESAC Training	7	91	The District makes training available to assist schools in effectively managing their councils (EESAC) so that parents are fully involved in the development and review of the SIP that is linked to improving academic achievement.

### **Barriers**

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background) [Section 1118(a)(E)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Parental Involvement	Continue to provide parent workshops, conduct PTA meetings and activities to encourage parent participation.



## 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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