

MILDRED HELMS ELEM. SCHOOL Title I, Part A Parental Involvement Plan

I, Shannon Brennan, 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

10/15/14

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: The Mission of Mildred Helms Elementary PIP is to promote highest student achievement by providing information, relevant resources and support to our families.

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: The School Advisory Committee (a committee of parents, community leaders, and school staff) will meet to plan, improve and evaluate the parent involvement decisions for Mildred Helms Elementary.

The committee will be advised of Title I Compliance issues, look at MHE needs assessment, as well as the feedback from the Parent Survey, to guide the decision making process for the Parent Involvement Plan and budget.

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	Mildred Helms and the VPK Office will work together to coordinate transition programs for students entering the regular public school program. Activities include: coordinating meetings with parents, VPK teachers and the Kindergarten teachers to discuss the specific learning needs of students and transitioning to Kindergarten.
2	IDEA	Supplemental instructional support provided by Title I will be discussed with parents during the development of the students' IEP.
3	Kindergarten Open House	The school will provide families with information important to help their children transition from PreK to Kindergarten.
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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 presentation materials that address the required components	Principal, Assistant Principal	August 2014	Copies of agendas, PowerPoint presentation and Handouts
2	Develop and disseminate invitations through flyers, newsletter, website, ConnectEd, Marque	Principal, Assistant Principal	August 2014	Flyer, newsletter, website with date of dissemination, Connect Ed message script with date.
3	Develop sign-in Sheets	Assistant Principal, Classroom Teachers	August 2014	Copies of the Sign-in sheets
4	Maintain documentation	Assistant Principal	August 2014	Documentation posted on audit box and paper copies filed in Assistant Principal's Office

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: The Staff at Mildred Helms Elementary have a strong belief in the importance of parental involvement but many of our families have various work schedules and can not attend school functions. With that in mind, we have planned our family activities with a flexible schedule. In conjunction with SAC and PTA, we will offer morning, afternoon and evening activities for our parents.

In addition, we will be adding information for our parents on the school's website, newsletter and the PCS Portal(Pinellas Co. Schools Electronic Information System).All curriculum nights parents are given take home materials and specific things they can do at home to assist with learning. We believe that having Parents as Partners in learning will make a difference in student reading levels as parents have specific reading goals and computer activities for math that they can move their students along.

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	Title I Annual Meeting for Parents	Principal, Assistant Principal	To Provide Title I and General School Information to Families.	August 28, 2014	Agenda, Presentation Materials, Sign-in Sheets, Evaluations
2	Transition to Kindergarten	Kindergarten Teachers	Opportunity for In-coming Kindergarten Families to learn what	May 2015	Agenda, Handouts, Sample of materials

			they need for a smooth transition to Kindergarten.		Sign-in sheets, Evaluations.
3	Literacy Night	Classroom Teachers-School Administrator	Opportunity for Families to work together on Literacy/Math Activities at the local Publix Grocery Store.	October 2014	Agenda, Sign-n Sheets
4	Curriculum Night	Classroom Teachers	Opportunity for Families to work together on Math	January 2015	Agenda, Sign In Sheet/Handouts
5	Science Showcase	Science School Improvement Team	A showcase of the schoolwide Science Fair	March 2015	Sign-in Sheets, Evaluations
6	Individual Conferences	Classroom Teachers	Discussions for student expectations, assessment results and goals for the year.	September 2014 May 2015	Conference Forms on file in student records.
7	Student Led Conferences	Classroom Teachers/students	Parents hearing from students what they have learned	January 2015	Agenda, Sign In Sheets, Evaluations
8	Writing Family Night	Classroom teachers	Opportunity for Families to see and hear student writing	January 2015	Agenda, Sign In Sheets, Evaluation forms

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	Present the PowerPoint: Building Bridges-Effective Parent Communication	Assistant Principal	Provides strategies on communicating with their students' families in order to promote increased student achievement.	First Semester 2014	Sign-in Sheets, workshop evaluation

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: Mildred Helms Elementary has an area in the front office for parent brochures, newsletters and other informational materials for families. Our community liaison, guidance counselor, and school social worker will work together to provide needed resources and information for families. Other available resources will be included in our school newsletters and linked to our school and District's website.

Mildred Helms Title I and PTA will work together to conduct fun activities for families and the community to become more involved with the school. (Activities such as MHE Family Picnic, and Reading Under the Stars, etc.) We have for two years now held the Grandparents luncheon to encourage grandparents to become involved and to show they are welcome.

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: Mildred Helms will hold an Annual Meeting for families to present information regarding 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 related to the education of their child. Parents will be given detailed information regarding these topics and notice of how they can access the PIP on the school's website, as well as a copy in the front office. Upon conclusion of the General Meeting, parents will visit their child's classroom and meet the staff. During classroom visits, 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 the following day for parents unable to attend. Teachers will maintain sign-in sheets and provide a copy to the Title I Contact. This person will also maintain documentation on the dissemination, distribution methods and timelines.

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: Mildred Helms Elementary will provide informational printed materials in languages that match our student population. The school will provide an interpreter when needed through our bilingual assistant for workshops and parent conferences. Meetings, workshops, and activities will be planned to include assistance to parents with disabilities as needed. Meeting and workshop times will be rotated to accommodate working family members.

All information will also be provided on the school's website whenever possible.

Discretionary Activities

Discretionary School Level Parental Involvement Policy Components Check if the school does not plan to implement discretionary parental involvement activities. Check all activities the school plans to implement:
☒ Not Applicable

Upload Evidence of Input from Parents

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

Uploaded Document

Upload Parent-School Compact

Note: As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

Upload an electronic version of the Parent-School Compact.

Uploaded Document

Upload Evidence of Parent Involvement in Development of Parent-School Compact

Note: As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

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

Uploaded Document

Evaluation of the 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	Reading	1	87	Improved students' reading proficiency.
2	Math	1	99	Improved students' math proficiency.
3	Writing	1	40	Improved students' writing proficiency.
4	Kindergarten Transition	1	4	Improved students' readiness for kindergarten.
5	Open House	1	12	Improved parents' knowledge of the expectations.
6		-1	-1	
7		-1	-1	
8		-1	-1	
9		-1	-1	
10		-1	-1	
11		-1	-1	
12		-1	-1	
13		-1	-1	
14		-1	-1	
15		-1	-1	
16		-1	-1	
17		-1	-1	
18		-1	-1	
19		-1	-1	
20		-1	-1	

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	Building Bridges Powerpoint	1	50	Increase effective communication between parents and teachers.
2		-1	-1	
3		-1	-1	
4		-1	-1	
5		-1	-1	
6		-1	-1	
7		-1	-1	

8		-1	-1	
9		-1	-1	
10		-1	-1	

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 current 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	Busy Schedules/Work Schedules Economically Disadvantaged	Offer trainings at alternat times. Prizes for attendance and at each curriculum night parents and students are given take home materials with directions to use for learning at home.
2	Language Barrier	ESOL Support