

**Terwilliger Elementary School – Title I Home-School Compact
2015-2016**

Terwilliger Elementary School, and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.

- **School Responsibilities:** At Terwilliger Elementary School, we will:
 - Provide high-quality instruction, emphasizing reading, math, writing, civics, social studies, science music, art, and physical education within a supportive and effective learning environment.
 - Provide tutorial activities for students in need of extra assistance and challenges to prepare students for a career in the 21st century.
 - Provide a safe environment.
 - Hold parent-teacher conferences before or after school and on teacher workdays or work nights. (Documentation will be kept on the Parent Teacher Conference Form.)
 - Provide parents with weekly and/or interim written reports on their children's progress. Student homework planners/folders will be used on a daily basis.
 - Provide parents reasonable access to staff. Parents are encouraged to make appointments for personal conferences before and after school and participate in email or phone conferences.
 - Provide parents with opportunities to volunteer and participate in their child's class, and to observe class activities. Parents are encouraged to sign up to chaperone field trips, attend special classroom and school activities.
- **Parent/Guardian Responsibilities:** As a parent/guardian, I will support my child's learning in the following ways:
 - Show respect and support for teachers and school personnel.
 - Support the school's behavior plan, dress code, and the District Code of Student Conduct.
 - Establish a time and place for my child to complete homework, review it regularly, and sign planners or homework folders.
 - Read with my child for at least 15 minutes every night, or as required by the teacher, in a peaceful and quiet setting.
 - Participate and request conferences and meetings in order to learn ways to help my child reach the highest level of academic achievement.
 - Participate in educational activities by volunteering at home or at school and assisting my child with homework assignments to the best of my abilities.
 - Be sure that my child attends school regularly, arrives on time, and attends the entire day.
- **Student Responsibilities:** I will make education my first priority in taking responsibility for my own learning by:
 - Showing respect for myself, students, school staff, and the school environment.
 - Actively participating in lessons and completing class and homework assignments to the best of my ability.
 - Following the school rules and the District Code of Student Conduct.
 - Reading for at least 15 minutes every night or as required by my teacher.

Parent Signature _____

Principal Signature _____

Patricia Phillips

Student Signature _____

Date _____

MYRA TERWILLIGER ELEM. SCHOOL Title I, Part A Parental Involvement Plan

I, Patricia Phillips, 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 school wide 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)];
- Inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Centers (PIRC) in Florida, i.e., PIRC of Family Network on Disabilities in Florida (FND) and PIRC at University of South Florida (USF) [Section 1118(g)];
- 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

6-12-15

Date Signed

Mission Statement

Parental Involvement Mission Statement

Response: The mission of Terwilliger Elementary Parent Involvement Plan is to assist parents, to ensure that all learners acquire the skills, knowledge and attitudes to become independent thinkers in order to succeed now and in the future.

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: Parents will be involved by way of School Advisory Council, PTA and Parent Involvement Committee meetings to plan, review, and revise use of parent involvement funds. Parents are invited to join SAC through the nomination and voting process by parents in the school. In addition, SAC meetings are open to all parents. Parents are encouraged to join PTA and attend meetings. Notices for SAC and PTA meetings are sent home through school newsletters, agendas, the school website and the school marquee. The Parent Involvement Plan is reviewed at SAC and PTA meetings seeking input from parents regarding the plan. Agendas and minutes from meetings and parent input surveys serve as documentation of parent decision making in the planning, review and improvement of Title 1 programs.

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	Head Start Center	Early Learning Coalition
2	Kindergarten Round-Up	Flyers home with students; Marquee; School Web-site
3	Head Start Coordinator meets with Kindergarten Teachers	Meeting date determined by educators involved.
4	VPK	Early Learning Coalition

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 (school wide), 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	Communicate date of annual meeting utilizing website, marquee, newsletter and letter to parents	Principal and web-site coordinator	Minimum of two weeks prior to annual meeting	Agenda, Minutes, Attendance Sign in Sheets, Title 1 meeting parent surveys and parent activity evaluations
2	Communicate with District regarding information to be shared with parents	Principal and Title I Lead Teacher	Minimum of two weeks prior to annual meeting	Audit File - Pre approval form
3	Conduct Annual Parent Meeting	Title I Lead Teacher	Sept. 2015	Agenda, Minutes, Sign-in Sheets & Parent Evaluations

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: Based on parent input, Terwilliger's Parent Involvement Committee will work with all faculty and staff throughout the year to offer flexible meeting times and services. A parent survey was conducted to gather input from parents regarding best times for meetings. Parent suggestions were as follows: lunchtime, morning, and evening. We will offer more a.m. meetings and lunch-bunch meetings.

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.	Parent workshop Grades 3,4,&5 "How to use the Student Planner"	Homeroom Teachers Grades 3,4,5	Parents will be able to assist students with organizing assignments and understand the use of the new student planner & Academic Student websites	Late August/Early September 2015	Sing-in Sheets Signatures on Student Planners Completion of Homework Assignments
2.	Donuts for Dads	Parent Involvement Chair, and 3 rd Grade Team	Sharing best practices with parents in Reading & Math Assessment	September 2015	Agenda, Sign-in Sheets, Title 1 Parent meeting surveys
3.	Parent Workshop: Lunch Bunch	Parent Involvement Chair and Title I Tutors	K&1Decoding, 2 nd Fluency, 3000 and FSA practice websites with parents in grades 3-5	November 2015	Agenda, Sign-in Sheets, Title 1 Parent meeting surveys
4.	Building Leaders at Home and at School	School Leadership Committee	Training parents in The 7 Habits and Leadership Curriculum, Distributing activities for home use	November 2015	Sign-in Sheets, Title 1 Parent meeting surveys, Agenda
5.	Neighborhood Nights: "Hidden Oak"	Title I Lead Teacher &	To assist parents with comprehension	December 2015	Agenda, Sign-in Sheets, Title 1
6.	Robotics Lab Overview	Parent Involvement and 5 th Grade	To assist parents in understanding the concepts of robotic instruction and our lab	February 2016	Sign-in Sheets, Title 1 Parent meeting surveys, Agenda
7	Parent Workshop: Lunch Bunch	Parent Involvement and Title I Tutors	Review Fluency & Decoding techniques Grades K-2 and Achieve 3000 Grade 3,4, & 5	January 2016	Sign-in Sheets, Title 1 Parent meeting surveys, Agenda
8	Muffins for Moms	Title I Lead Teacher & K teachers	To assist K parents in teaching sight words	May 2016	Agenda, Sign-in Sheets, Title 1 Parent meeting surveys
9	Science Night	Gifted Teacher & Title I Lead Teacher	To assist parents in understanding the scientific process and science standards for 3rd, 4th, and 5th Grades.	May 2016	Agenda, Sign-in Sheets, Title 1 Parent meeting surveys

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	For new teachers, review of 4 Modules of Parent Involvement	Principal and Title I Lead Teacher	Improve ability of staff to work with parents to increase parent involvement to raise student achievement	August-September 2015	Agenda, Attendance Sign in Sheets, Evaluation
2	"The Leader in Me" Book Study Follow Up	Leadership Committee	To improve the mentoring of leadership skills with students and their parents	September 2015 - May 2016	PLC Plan, Agenda, Attendance Sign in Sheets, Evaluation
3	Student Planners for Grades 3-5 Teachers	Title I Lead Teacher	To improve school/home communications and place an emphasis on developing leadership skills in students	August 2015	Agenda, Attendance Sign-in Sheets

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: The Terwilliger Parent Involvement Committee (2015-16) will update and advertise the Parent Resource Area in the office and Media Center. Computers are available to parents in this area as well as take home practice math materials, Parent Newsletters, and a variety of Parent Handbooks. We will deliver a selection of consumable resource pamphlets to our two main housing projects. Based on parent suggestions the PLC will join with community advocacy groups such as the Southwest Advocacy Group for more resources to support our Parent Resource Center and we will participate in their activities as we are invited. Input from the 2015-16 parent surveys will be utilized as to the effectiveness of these activities.

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 school wide 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: 1. Title I programs are announced on the School web-site; School and classroom newsletters; School marquee; School neighborhood offices and clubhouses; Community Spotlight on TV; and School Days Magazine. (Each program event is evaluated and placed in the audit file.)

2. Curriculum, Academic Assessment, proficiency levels, and student progress are shared at the Title I Annual Meeting, Grade level Open House; Individually, at Conference nights; Parent Workshops explain expectations and proficiency levels; Ongoing data chats with parents are offered at individual conferences reviewing FAIR data and Benchmark Assessment; Written information is delivered through progress reports; emails with teachers; FAIR parent reports, the IC grade book, phone calls and the school website. (conference forms and parent involvement logs are retained at the school site, sign-in sheets for workshops are retained at the school site as well as evaluations)

3. Each parent receives a Title I Complaint Policy at the start of the school year. Complaints are handled as outlined in this policy.

4. Overall suggestions for school decisions are handled in regular SAC meetings, Parent Climate Surveys, written evaluations on the Compact and Parent Involvement Plan, the Parent Involvement Committee, as well as workshop evaluations

5. We distribute the Back to School Packet at the beginning of the school year, which contains the Parents Rights to Know, District and School PIP, School Compact, Title I Complaint Procedure and additional parent resources.

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: At request of Title I Lead Teacher, database manager will print current ELL Report from IC four times each year to become part of Title I audit file. This list will serve to keep all staff updated on ELL students in the school. Trans Act will be used to provide information in language parents can

understand. Bi-lingual faculty members will assist in translations as feasible. Home visits, using the ELL handbook that has examples of all required ELL forms in various languages will be utilized. Spanish editions of children literature will be offered at various parent trainings.

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	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)];	Offer parent meetings at a variety of times, as well as home visits to maximize parental involvement	Parent Involvement Committee Member, Principal, Faculty Members	Improve communication between home and school and enable parents to learn skills to increase student achievement	August 2015– June 2016
2	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Work with the Alachua County Sheriff's Office in neighborhoods. Support off campus extended day tutoring to Title 1 students. Provide books and materials for afterschool tutoring program	Parent Involvement Committee Member, Principal, Faculty Members	Improve communication between home and school and enable parents to learn skills to increase student achievement	August 2015 – June 2016