**LINCOLN PARK ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan**

I, Cassandra Smith , 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:** Lincoln Park Primary School will actively involve parents by providing information and opportunities for all parents to participate and operate as stakeholders with faculty, staff and the school community in the implementation of Title I school and home programs in an effort to achieve highest student achievement and school performance. |

**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)].

|  |
| --- |
| **Response:** Parents are invited to attend the Title I Annual Meeting. During the meeting, parents will be provided the opportunity to become involved in the planning, decision making, review, and improvement of Title I Programs including involvement in the decisions regarding how funds for parental involvement will be used. Parents will also be involved in reviewing and revising the PIP and Parent-School Compact when changes are needed. Parents are invited and encouraged to participate on our School Advisory Council (SAC). The SAC will be the venue for parents to attend, day and/or evening, meetings (every nine weeks). Parents will receive weekly, written communication from teachers in the form of "Good News Notes". Parents will also be provided with a monthly newsletter from the Principal. Parents will be provided an opportunity to communicate with teachers after each 9-week grading period on "Parent Report Card Conference Days". In addition, parents will be invited to attend Family Literacy Nights where they will actively participate in the learning environment. The emphasis will be on STEM (science, technology, engineering and math) and parents will work with their child on experiments, literature, making books to take home, accessing websites and other activities. A Family Literacy Night will be hosted during each 9-weeks. |

**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 | Pre-K Program | Title 1/ESE/Escambia County School District/Lincoln Park Elementary |
| 2 | VPK Program | Title 1/Escambia County School District/Lincoln Park Elementary School |
| 3 | Parent Report Card Day Conferences | During the conferences, teachers will share students’ academic progress. Students will be invited to the conference. Students will share their data with parents from their data binder. Parents and students will be encouraged to collectively set goals for the student. Teachers will provide parents with suggestions and strategies to help their child at home. Title I funds will be used to provide subs. |
| 4 | Parent Teacher Conferences | Teachers will be available to conference with parents during their scheduled planning and afterschool. During Parent teacher conferences, teachers will share students' academic progress and will provide parents with suggestions and strategies to help students at home. |
| 5 | Family Literacy Nights | Parents will be invited to attend Family Literacy Nights during each 9-weeks. Parents will actively participate in the learning environment by engaging with hands-on, minds-on activities along with their child. The emphasis will be on STEM (science, technology, engineering and math) and parents will work with their child on experiments, literature, making books to take home, accessing websites, introduction to the state standards and other activities. A Family Literacy Night will be hosted during each 9-weeks. |
| 6 | Title I, Part C | The district provides a migrant liaison to provide services and support to students and parents. The liaison coordinates with Title III to ensure staff development needs are provided. However, Lincoln Park does not have any migrant students at this time |
| 7 | Title II | The district provides Lincoln Park with supplemental funds for professional development training on how to involve parents. The school will engage in a school-wide book study. |
| 8 | Title I - School Improvement Initiative | SIG monies will be spent on staff development: Tyner Small Group Instruction and materials, Jan Richardson's Guided Reading for Comprehension and materials, Daily 5, Thinking Maps and materials, Kagan Cooperative Learning and materials. |
| 9 | Parent Book Club | Title I funds will be used for a Parent Book Club. There will be a book club for mothers and a book club for fathers. |

**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 | Notification of Annual Parent Meeting | Adminstration | September 2014 | Flyer andSchool Messenger |
| 2 | Develop agenda, handouts, and/or presentation materials | Administration | September 2014 | Copy of Agenda and minutes |
| 3 | Develop sign in sheets | Administration | September 2014 | Copy of Sign in sheets |
| 4 | Maintain documentation | Administration | September 2014 | Copy in Principal's files |
| 5 | Parent Attendance and Feedback | Administration | September 2014 | Sign in sheet and minutes |

**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:** During the 2014-2015 school year, Lincoln Park Primary School will utilize a variety of different strategies to increase parent participation in meetings as a means to increase parent involvement. Meetings will occur during school and afterschool. Parent conferences will be scheduled on a case by case basis. Parents will be provided the opportunity to attend conferences before school, during school and afterschool. The Principal exercises an "open door" policy and parents will be provided with unscheduled access. Parents will be provided an opportunity to attend conferences and/or workshops. Title I funds will be used to provide parents with related materials. The Principal and teachers will make home visits as needed to provide information to parents. Also, the School Social Worker will make home visits regarding any school related concerns. Bus tickets will be provided for parents if necessary. |

**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 | Family Literacy Night STEM themed activities with active parent participation with a "make and take" component | Teachers | School Improvement Plan Goals and NGSSS | On Going | Parent Surveys and Participation |
| 2 | Parent Report Card Day Conference/Assessments-Data Sharing/Parent and Student Goal Setting/Progress Reports | K-3 Teachers | School Improvement Plan Goals | On Going | Parent Surveys and Participation |
| 3 | Title 1 Program, Title 1 Meeting/Compact Letters | Principal and Staff | School Improvement Plan Goals | On Going | Parent Surveys |
| 4 | Reading and Math at Home - Parents will actively log onto programs with students at school | Media Specialist and Teachers | School Improvement Plan Goals | On Going | Parent Surveys |
| 5 | Progress Monitoring/Individual Conferences | Teachers | School Improvement Plan Goals | On Going | Parent Surveys |
| 6 | Home/School Connections and Volunteer Training | Guidance-CounselorSchool Volunteer Coordinator | School Improvement Plan Goals | On Going | Parent Surveys |
| 7 | Pre-k Lap Sit | Pre-K Teachers | School Improvement Plan Goal | Quaterly | Parent Surveys and Participation |
| 8 | Newsletter | Principal | School Improvement Plan Goal | Monthly | Parent Survey |
| 9 | Participation in School Advisory Council | Principal | School Improvement Plan Goal | Quarterly | Parent Surveys |
| 10 | Family Fun Day | Principal | School Improvement Plan Goal | August, 2014 | Parent 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 | DCF Training for entire staff | Guidance Counselor | Students immediate needs being met will provide a positive affect toward participation in school. | August-September, 2014 | Climate Survey |
| 2 | Principal Presentation on the Importance of Respecting Parents | Principal | Teachers acceptance of all students will increase student achievement because there is a sense of belonging to the school environment. | August 11, 2014 | Climate Survey |
| 3 | Beverly Tyner | District's Primary Specialist | Improved phonics and phonemic awareness to increase reading decoding at school and at home. | September, 2014 | Participation and Session Attendance |
| 4 | Jan Richardson's Guided Reading for Comprehension | District's Primary Specialist | Improved comprehension skills at school and at home | September, 2014 | Participation and Session Attendance |
| 5 | Daily 5 | District's Primary Specialist | Improved literacy independence at school and at home | September, 2014 | Participation and Session Attendance |
| 6 | Using Magic for Small Group Math Instruction | District's Primary Specialist | Improved math skills at school and at home | September, 2014 | Participation and Session Attendance |
| 7 | Thinking Maps | Consultant | Improved critical thinking at school and at home | October-December 2014 | Participation and Session Attendance |
| 8 | Kagan Cooperative Learning | Consultant | Improved student engagement at school and at home | October - December 2014 | Participation and Session Attendance |
| 9 | Standards Training | Principal | Student Acheivement | October - May, 2014 | Participation and Session Attendance |
| 10 | Discovery Education Training | Teacher Leaders | Student Acheivement | October - May, 2014 | Participation and Session Attendance |
| 11 | Teachscape Learn Training | Principal | Student Achievement | October - May, 2014 | Participation and Session Attendance |

**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:** A Parent Resource Center will be made available at Lincoln Park Primary School that will include reading/literacy programs and computers for parent use. The resource center will provide parents with the opportunity to check out reading/literacy programs. Parent Report Card Day Conferences will occur in the parent resource room, thereby visibly exposing parents to the available materials and assets. |

**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:** An Annual Title I meeting is hosted at the beginning of the year to provide parents information about Title I programs. Parents are encouraged to attend a Parent Involvement Meeting where they will assist the school in developing the School-Family Compact, planning and sharing. Information is available in in our school's newsletters, during Open House, at School Advisory Council meeting, from the school's website and through our School Messenger call-out system. Ongoing communication and information are provided through Parent/Teacher Communicators (teachers send home weekly "Good News Notes"). Parent Input will be collected through the climate survey and that feedback will be used to improve parent involvement. Lincoln Park Primary School provides information regarding the curriculum in our school brochure, school newsletters, parent report card days, at our School Advisory Council Meetings (SAC),Open House, principal and teachers' newsletters and during parent/teacher conferences.   Academic assessment information that is used to measure student progress is provided by principal and teachers through newsletters, Parent Nights, parent conferences held during and afterschool hours, Report Card Day Conferences, phone calls and home visits. These communications include information about student grades, formal and informal assessments and information to aid parents with helping parents to improve their child's performance. Our school provides opportunity for parental input at our School Advisory Council meetings. School climate surveys are made available for parents to provide input and feedback.  <!--[if !supportLineBreakNewLine]--> <!--[endif]--> |

**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:** Parents are invited to an Annual Title I meeting, Open House, Family Literacy Nights and student performance activities. As we develop documents for parents, close attention is given to the literacy level of all of our parents (not just parents who live in our immediate community). The Home Language Survey is included in enrollment packets and is sent home to parents. When parents are speakers of another language, the Title I office is contacted to secure interpreter(s)or for document translation. The summary of the Parent Involvement Plan will be sent to parents through a newsletter. The Parent Involvement Plan will be posted on our school's website and a copy will be made available for view in the main office. |

**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 | 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 | Parents will have input in training selected for teacher professional development when working on the school improvement plan. | Principal | Increased Assessment Results | September, 2014 |
| 2 | 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)]; | Scheduling Meetings at Different Times of the Day and Evening | Principal and Teachers | Students tend to do better in school when their parents and teachers are commuicating and working together | On Going |
| 3 | Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and | Training for staff during faculty meeting on parental involvement | Principal | Improve the ability of staff to work effectively with parents | Ongoing |
| 4 | Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)]. | Meetings with School Partners | Principal and School Volunteer Coordinator | Use of school partner programs with parental involvement activities will build stronger home-school connections that improve student achievement | On Going |

**Upload Evidence of Input from Parents**

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

|  |
| --- |
| [Uploaded Document](file:///\\Users\ladmin\.novell\groupwise\adale\Client\6592\Downloads\fileUploads\170771_2014-2015_uploadEvidenceParentInput.pdf) |

**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](file:///\\Users\ladmin\.novell\groupwise\adale\Client\6592\Downloads\fileUploads\170771_2014-2015_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 share the responsibility for improved student academic achievement Section 1118(d)].  
  
Upload evidence of parent input in the development of the compact.

|  |
| --- |
| [Uploaded Document](file:///\\Users\ladmin\.novell\groupwise\adale\Client\6592\Downloads\fileUploads\170771_2014-2015_uploadCompactEvidence.pdf) |

**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 Nights with an emphasis on reading, math, science and social studies. | 4 | 120 | Increased student acheivement |
| 2 | Parent Report Card Day Conferences | 3 | 120 | Parent involvement to increase student achievement |
| 3 | Muffins for Mom with an Emphasis on reading | 1 | 120 | Increased oral reading skills |
| 4 | Donuts for Dads with an Emphasis on math | 1 | 120 | Increase in math operational skills |
| 5 | 3rd grade Parent Meeting | 1 | 8 | Increased student acheivement |
| 6 | Kindergarten Graduation & Parent Workshop | 1 | 34 | Increased Summer Reading at home |
| 7 | Parent Book Club featuring Reading Strategies | 8 | 8 | Increased Reading Skills |

**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 | Book Study - Teaching with Poverty in Mind | 7 | 20 | Teachers acceptance of students will increase student achievement because there is a sense of belonging to the environment. |

**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 | Lack of transportation | Bus Tickets provided |
| 2 | Scheduling of meetings | Open Door Policy |
| 3 | Lack of communication | Teachers communicate daily using a student assignment book, weekly via phone calls and/or notes, Quarterly parents conferences on Report Card Day, |

**Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the previous schoool 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** |
| 1 | Effective Communication | Parents receive notes weekly detailing positive information about their child. |
| 2 | Effective Communication | Parent Report Card Day Conference/Assessments-Data Sharing/Parent and Student Goal Setting/Progress Reports |
| 3 | Increasing Parent Participation | Parents and students attend a quarterly event that exposed them to Literature and learning about different countries around the world. |
| 4 | Professional Development | Parents attended a reading workshop geared at teaching them how to work with their child at home. |