

Cypress Elementary SCHOOL
Parent Involvement Plan
2015-2016

Mission Statement

The Cypress Elementary staff is dedicated to meeting the educational needs of ALL students in a safe learning environment.

Involvement of Parents

Cypress Elementary 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)].

At the fall Title I Open House, Cypress Elementary will actively recruit parents to serve as member of the School Advisory Council (SAC), SAF, and PTA/PTO. Parents will be selected to represent the demographics of the school. At the SAC meetings parents will be provided with information regarding the school's Title I allocation (inclusive of professional development and parental involvement allotments). Parents will be allowed to provide input in the development and decision-making processes of all Title I activities related to the school. An annual evaluation will be conducted using surveys completed by parents, staff, and students. The results will be analyzed to evaluate the effectiveness of the school's parent involvement program and also used to plan future parent events.

Coordination and Integration

Cypress Elementary 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	Title III	Teacher salaries, Resources and Materials, Language Enrichment Camp
1	Title 1, Part C Migrant Students	The RTI process is used to provide consistent monitoring and to guide curriculum/instructional adjustments as needed. Students in grades 2-5 are also invited to attend our Florida State Standards tutorial program.
3	Individuals with Disabilities Education Act (IDEA)	Supplemental instruction support provided by the school will be discussed with parents during the development of the students IEP.
4	Head Start	Head Start pre-kindergarten teacher will conduct at least

		two home visits; hold joint parent meetings to discuss specific learning needs of students and academic progress. Teachers will provide quarterly trainings for Head Start parents.
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Annual Parent Meeting

Cypress Elementary School will take the following actions 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 or targeted assistance), Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1118(c)(1)].

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Public Meeting Flyer	Administration and Title I Liaison	Sent home with first day packet	Sign in Sheets
2	Announcement (Marquee and Parent Link)	Head Custodian and TLC	At least 1-2 weeks prior to the event	Parent Link report and Sign in Sheets
3	Develop an Agenda and Sign in sheets.	Administration and Title I liaison	At least 1-2 weeks prior to the event	Agenda and Sign in Sheets
4	Annual Public Title I Meeting	Administration	Beginning of the School Year, (By the end of September)	Agenda and Sign in Sheets

Flexible Parent Meetings

Cypress Elementary School will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, childcare, or home visits, as such services related to parental involvement [Section 1118(c)(2)].

Cypress Elementary School will schedule meetings to be held at various times during the day or evening to better accommodate parents. Teachers will hold individual conferences with parents of children in their classrooms. Parents will be given a summary of the student test scores and an explanation of the interventions that teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school parent efforts and explanations of homework and grading procedures. The school will offer parents a special workshop each year to provide an explanation of statewide assessment systems, standards, and other accountability measures. Also, the school will host several academic literacy trainings where childcare will be provided.

Building Capacity

Cypress Elementary 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)].

Count	Content/ Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
1	Testing and Florida State Standards; Promotion Criteria	Administration & Guidance Counselor	Parents will be provided with grade specific testing and standards information.	October	Flyer, Agenda, Sign in Sheets, and Evaluation Forms
2	FSA Literacy Night	Administration, Literacy Coach, & Teachers	Parents will be provided with grade specific instructional strategies and resources. This event will also include technology resources that they can use at home.	November	Flyer, Agenda, Sign in Sheets, and Evaluation Forms
3	Winter Holidays Showcase	Administration & Music Teacher	Parents and students will participate in activities that represent the various cultures at Cypress.	December	Flyer, Agenda, Sign in Sheets, and Evaluation Forms
4	Science Night	Administration, Science Coach, & Teachers	Parents will be provided with grade specific instructional strategies and resources on how to help their children complete a successful science fair project.	February	Flyer, Agenda, Sign in Sheets, and Evaluation Forms
5	Math Night	Administration, Math Coach, & Teachers	Parents will be provided with grade specific instructional strategies and resources that they can use at home.	March	Flyer, Agenda, Sign in Sheets, and Evaluation Forms
6	Multicultural Night –Wax Museum	Administration, Curriculum Coaches, & Teachers	Parents and students will participate in activities correlated with the Florida State Standards	April/May	Flyer, Agenda, Sign in Sheets, and Evaluation Forms

Staff Training

Cypress Elementary School will offer the following training to staff (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/Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
1	Effective Communication	Administration	Improve the ability of how staff members communicate and work with parents	Ongoing	Agenda & Sign In
2	Parent Engagement	Administration	Maintaining positive parent relationships leads to increased student achievement	Ongoing	Agenda & Sign In

Other Activities

Cypress Elementary School will offer other activities, such as parent resource centers, the school will conduct these activities to encourage and support parents in more fully participating in the education of their children [Section 1118 (e)(4)].

Activity	Specific Steps	Person Responsible	Timeline	Documentation/Evaluation
Title I Parent Resource Center	Inform parents of the service that is available to them	Title I Liaison	Ongoing	Brochures Flyers Newsletters
Title One Mobile Unit	Request Mobile unit	Title I Liaison	As needed for Parent Nights	Mobil Unit Request Form
School Website	Update with school procedures, curriculum, NGSS, Florida State Standards, Assessment information, special projects, and parent nights	Administration & TLC	Ongoing	Website Number Count

Communication

Cypress Elementary School will provide parents of participating children the following [Section 1118(c)(4)]: 1118(c)(4)(A)];

- ***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 also submit the parents' comments on the plan that will be available to the local education agency [Section 1118(c)(5)].***

Cypress Elementary School will provide information about Title I programs in a timely manner, using various methods of communication (newsletters, parent link, website, meetings, flyers). Information about Title I programs, academic programs, Florida State Standards, Grade Level Expectations, and other forms of academic assessments will be shared with parents during the annual Title I Open House, and at parent conferences, or any other time parent requests such information. Classroom teachers will explain and discuss the schools curriculum, the NGSSS, GLE's, Florida State Standards, and types of assessments used to measure student progress during Open House. Title I teachers and administration will explain Title I programs and opportunities at the Title I Public Meeting. Parents will be given the opportunity to ask questions to help in their understanding of all items discussed at the annual Title I Public Meeting. Assessment data will be shared along with status of AMO's through the school newsletter, on the school website, and all parent meetings.

Accessibility

Cypress Elementary 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)]

Cypress Elementary School will make available the School Parent Involvement Plan (SIP). Parents will be sent notification of the plan in the school newsletter, website, and made available in the front lobby of the school. Translators will be available at all parent meetings and made available when needed.

School-Parent Compact

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

Provide the LEA electronically the School-Parent Compact and evidence of parent input in the development of the compact.

Adoption

This School Parent Involvement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by the School Advisory Council's meeting minutes.

This plan was adopted by the school on (04/16/15) and will be in effect during the 2015-2016 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 30, 2015.

Signature of Principal

Date

Sac Chairperson

Date