

BRENTWOOD ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Lisa Arnold, 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: To encourage, recruit, support, and train parents to be involved in their child's education at Brentwood Elementary

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: Brentwood Elementary will encourage parents to get involved with the school's PTA, School Advisory Council, Family Nights, and volunteer throughout the school year.

Through the PTA, School Advisory Council, and Partnership of Professional Innovation with the University of West Florida, parents will have opportunities to meet and discuss with the principal various issues related to the school including budgets, curriculum plans, extra curricular activities, School Improvement Plan, and parent involvement (how we can help the parent help their child academically and how we can help the parent improve the parent's quality of life).

Parents are given an opportunity to provide feedback through the Annual Title I Meeting, parent conferences, and the School Advisory Council meetings. Additionally we will meet with parents at Open House and provide parents with an opportunity to respond to an end of year climate survey.

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	Title 1	District Title1
2	Title 1 Parent Workshops	District Title1
3	Teacher/Parent conferences	Teachers
4	Family Nights	Administration/Faculty/Staff

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	Send home the NCLB letter about our school to parents	Administration/Teachers	August 2014	Copy of document

2	Send home parent letters about our Annual Title 1 meeting	Administration/Teachers	September 2014	Copy of document
3	Develop agenda, handouts, develop sign-in sheet, and/or presentation materials	Principal	September 2014	Copy of documents
4	Maintain documentation	Principal	September 2014	Documentation in Title 1 files
5	SAC Meetings	Administration/SAC members	October 2014	Minutes/Sign-in sheets
6	Annual Title I Meeting	Principal	September 2014	Sign-In Sheet
7	Parent Involvement Plan Input Meeting	Principal	September 2014	Sign-In Sheet

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: Teachers will conduct parent-teacher conferences before, during, and after-school hours in order to accommodate parent's schedules.

Information that is able to be posted on the school's website will be accessible 24 hours a day, 7 days a week.

School performance programs will be offered during the school day as well as evenings.

Parent trainings and informational meetings will be conducted during the school day as well as evenings.

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	Timeline	Evidence of Effectiveness
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			Student Achievement		
1	Family Fun Nights	Administration/Faculty /Staff	ELA, Math, and Science	October 2014-May 2015	Sign-In Sheets
2	Orientation Day	Administration/Teachers	ELA, Math, and Science	August 2014	Sign-In Sheets
3	Open House	Administration/Teachers	ELA, Math, and Science	September 2014	Sign-In Sheets
4	Parent Volunteer Training	ICARE TSA; Parent Liaison	ELA, Math, and Science	October 2014	Sign-In Sheet
5	Assessments individual students, conferences, progress reports, report cards, Rtl process for individual students	Administration/Teachers	Increase student achievement	On-going	Progress reports, report cards, conference logs
6	Eat Dinner with the Principal (Pizza Hut Night)	Administration	ELA, Math, and Science	October 2014-May 2015	Fundraiser Reciept
7	Parent Trainings/Parental information	Parent Liaison	ELA, Math, and Science	October 2014-May 2015	Sign-In Sheet
8	Title 1 program	Administration/Teachers	Increase student achievement	On-going	view school/district web site
9	Automated Phone Messaging System	Administration	ELA, Math, and Science	On-going	Call Out Report Log
10	School Website	Technician	ELA, Math, and Science	On-going	Verbal Feedback & Website
11	Tips/reminders sent via Facebook account	First Grade Teacher	ELA, Math, and Science	On-going from August 2014 through May 2015	Verbal feedback
12	Partnership for Professional Innovation with the University of West Flordia Parent Invovement Activities	Administration & Dr. Karen Evans	ELA, Math, and Science	On-going from August 2014 through May 2015	Sign-In Sheets
13	Progress Monitoring	Rtl Facilitator/Teachers	Increase student achievement	On-going	Daily assignments, progress reports, report cards, PMP, Discovery Education

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	Review Title I budget with Faculty and Staff	Principal	ELA, Math, and Science	September 2014	Administrator's notes
2	Volunteer Training for Faculty and Staff	ICARE TSA; Parent Liaison	ELA, Math, and Science	October 2014	Sign-In Sheet
3	Web-site information	Technician	Increase student achievement with more parental involvement	On-going	Web-site
4	Communicating and working with parents	Administration, Guidance Counselors, Rtl Facilitator, Teachers	Increase student achievement	On-going	Meeting notes
5	Resistant Learner training	John Cannon, FLDOE	Increase student achievement	August 2014	Sign-in sheet/Agenda
6	Training provided to teachers by the University of West Florida through the Partnership of Professional Innovation	Dr. Karen Evans	ELA, Math, and Science	On-going from August 2014 through May 2015	Meeting notes
7	Early Warning Signs training	Administration, Ann Selland (FLDOE), Emily Jones (FLDOE) Eli	Increase student achievement	October 2014	Sign-in sheet/Agenda

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: We will provide time for parents to eat lunch with their students, attend various performances, chaperone field trips as space is available, & participate in parent-teacher conferences.

We will put information on our school web-site and Facebook accounts about how parents can get involved with their child's education at Brentwood.

We will provide technology training for parents to help them learn what online resources are available for their child as well as how to log-in their child's online textbooks for Reading, Math, and Science.

Parents are notified of school activities by flyers, school web-site, and school phone messenger service.

The school will monitor feedback via our annual climate survey.

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: Information related to our school curriculum, programs, meetings and various activities will be communicated by phone calls, e-mails, written correspondence, and our school web-site. Classroom teachers will complete necessary parent/teachers conferences. During the conferences, student academic progress is discussed with suggestions to help students at home and school. RtI meetings will be conducted for struggling students with invitations to parents. Parents can also schedule teacher conferences as needed throughout the year. If a language or disability barrier exists, then the school and District will provide the support needed to communicate effectively with parents.

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: Should a parent need assistance due to limited English proficiencies, we will contact our district ESOL department for assistance on obtaining a translator. If the parent is blind, deaf, or mute; we will contact our district ESE department to have someone assist with translations.

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	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Parent Volunteer training	ICARE TSA;Parent Liaison	Reading, Math, Science, & Language Arts	On-going
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)];	Parent/Teacher conferences, PTA meetings, SAC meetings, Parent opportunities to volunteer	Administration, Teachers	Reading, Math, Science, & Language Arts	On-going
3	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Partnership with University of West Florida, Parent Liaison working with community members	Administration, Dr. Karen Evans, Parent Liaison	Reading, Math, Science, & Language Arts	On-going

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	Orientation	1	400	Increase student achievement
2	Open House	1	450	Increase student achievement
3	Family Fun Nights/Activities	6	250	Increase student achievement
4	Parent Volunteer Training	2	25	Increase student achievement
5	Eat Dinner with the administration	3	25	Increase student achievement
6	Progress Monitoring	1	620	Increase student achievement
7	Assessments individual students, conferences, progress reports, RtI Process for individual students	1	620	Increase student achievement
8	Automated Phone Messaging System	15	620	Increase student achievement
9	School Web-site	15	620	Increase student achievement
10	Student of the Month Program/Positive Behavior System	12	620	Increase student achievement

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	Review Title 1 budget with faculty and staff	1	65	ELA, Math, and Science
2	Volunteer training for faculty and staff	1	65	ELA, Math, and Science
3	District training available to school based stakeholders	1	620	Increase student achievement with more parental involvement
4	Web-site information	1	620	Increase student achievement with more parental involvement

5	Parent Volunteer training	1	25	Increase student achievement with more parental involvement
6	Communicating and working with parents	1	620	Increase student achievement with more parental involvement
7	FOCUS grade book portal	1	620	Student grades
8	Response to Instruction	1	620	Increase student 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 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	Parents working multiple jobs	Provide multiple date & times an event takes place
2	families without transportation	Find ways to provide parental transportation to help families attend events at school
3	Parents with limited education	Parental information will be provided to parents on how to help their child with his/her academic needs
4	Limited English	Offer translators and/or translated documents

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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