## 2015-2016 SPRING CREEK ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Diane Sherman, 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)].

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| **Signature of Principal or Designee** | Date Signed |

**Mission Statement**

Parental Involvement Mission Statement (Optional)

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| **Response:** Spring Creek Elementary values the involvement of parents in the education of each and every student. Parents will be involved in the planning and implementation of parent involvement opportunities. It is our goal to reach out to, be in contact with, and work with parents to build strong relationships between teachers, parents, administration and students. This will support student achievement at Spring Creek 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 [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

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| **Response:** Spring Creek Elementary formed a School Advisory Council (SAC) composed of parents, community member, business partners, and teachers and other staff members.   The committee provides input into the development, implementation and evaluation of all school related plans, including the School Improvement Plan. Parents participate in the development of the Title I budget through participation in the SAC. Parents are invited to particpate in SAC through newsletters, our School SharePoint site, personal invitations, and Parentlink. All agendas, minutes, sign in sheets and handouts etc. will be maintained in our Title I Toolkit. Decisions involving the use of the Title I funds reserved for parental involvement at the school level will be made during the development of the School Improvement Plan by the School Advisory Council (SAC). Spring Creek Elementary will monitor SAC memberships to ensure that parents are involved in the process. Each year parents will be invited to an Annual Title I meeting that provides parents with information regarding the guidelines and implementation of Title I funds. During this meeting as well as at SAC and PTO, parents will be asked for their input on the School Compact and the School Parent Involvement Plan as well as determining how the 1% parent involvement funds will be used.  Spring Creek Elementary recognizes that parents have knowledge, questions and insights that can be of value in planning for meaningful parental involvement activities that contribute to the academic and behavioral success of their child |

**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)].

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| **count** | **Program** | **Coordination** |
| 1 | Title I, Part C - Migrant | All Migrant Pre-Kindergarten parents are invited to attend all parent involvement activities at Spring Creek Elementary through fliers, newsletters, ParentLink, and personal phone calls in Spanish and English. |
| 2 | Title I, Part C - Migrant | Spring Creek Migrant Pre-Kindergarten parents have 2 parent conferences and 2 home visits annually. |

**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)].

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Title One Annual Meeting- | Principal, Classroom Teachers, Parent Involvement Liaison | Annual Title I meeting/Curriculum Night | Flyer, Agenda, Sign in sheets, minutes, handouts, 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)].

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| **Response:** Parent Involvement meetings, such as, SAC, PTO, academic programs, parent workshops, etc. are scheduled for different times of the day and week in order to ensure that all parents have an opportunity to attend meetings. We have evening meetings and our Open House is scheduled for a Saturday. |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Title I Annual Meeting/Curriculum Night | Administration, Teachers | Provide information to parents about the Title I program, about expectations and how they can support their children at home. | Fall | Agenda, handouts, Parentlink ads, sign-in sheets |
| 2 | SAC Meetings | Administration, Teachers | Parents participate in school decision making for increased student achievement | Quarterly | Agenda, handouts, flyers, Parentlink ads, sign-in sheets |
| 3 | Open House | Administration, Teachers | Provide information to parents about classroom/school expectations and share the School Compact. | August | Agenda, Parent Evaluation |
| 4 | Roaring Readers | Media Specialist, Classroom teachers, Reading Specialist, | Parents will be provided academic resources and strategies to help support their child at home. | Quarterly | Flyer, newsletter, sign in sheets, agenda, handouts Workshop Evaluation |
| 5 | Grade Level Academic programs tied to the grade level benchmarks | Classroom Teachers | Parents will be provided academic resources and strategies to help support their child at home. | Annually | Flyer, newsletter, sign in sheets, agenda, handouts, Workshop Evaluation |
| 6 | Parent Workshops | Administration,  Teachers | Parents will be provided academic resources and strategies to help support their child at home. | One each semester | Flyer, newsletter, sign in sheets, agenda, handouts, Workshop Evaluation |
| 7 | Kindergarten Orientation | Administration | Provide information to parents on how they can help prepare their child for kindergarten. | Annually | Flyer, newsletter, sign in sheets, agenda, handouts, Workshop Evaluation |
| 8 | Student Led Conferences | Administration, Teachers | Provide information on their child’s current academic level and develop a plan to reach their goal. | Annually | Flyer, newsletter, sign in sheets, agenda, handouts, Workshop Evaluation |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Training for staff - Parent involvement – (Barriers/Solutions) | Administration  Teacher Leaders | Parent Involvement is linked to student learning | August | Agenda, sign-in sheet |
| 2 | Parent Link/School Website/Twitter Training | Technology Specialist | Parent Involvement linked to student learning | On-going | Agenda  Google Analytics report |
| 3 | Training for the organization of students as leaders in conducting student led conferences | Teacher Leaders | Parent Involvement linked to student learning | January | Agenda and sign in sheet |
| 4 | Grade level PLCs to reflect on parent participation and to generate ideas to promote increased parent involvement in future events. | Administration  Teachers | Parent Involvement linked to student learning | On-going | PLC Minutes |

**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)].

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| **Response:** Continue to build a parent friendly school using monthly newsletters our SAC/Title I and PTO meetings and all communication with parents translated into Spanish/English. The Sac/PTO meetings are held quarterly. |

**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)].

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| **Response:** Information about Title I programs is provided at the Title I Annual meeting at the beginning of the school year. The curriculum and the forms of assessment are explained to all parents at our Annual Curriculum Nights. For those parents not in attendance, information is provided in the students' communication packet. All parents are provided opportunities to participate in meetings where they are able to formulate suggestions and contribute to decisions related to the education of their children. These opportunities may be individual teacher/grade level conferences, SAC, PTO, and meetings with administration. All parents' comments that state dissatisfaction with the school wide plan will be made available to the LEA. All scheduled meetings are offered at various times to accommodate the needs of our 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)].

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| **Response:** All monthly school newsletters, information, flyers, parent letters and reports will be sent home in English and Spanish. Spring Creek's school website includes helpful information such events and dates, ParentLink, as well as how to connect from home to Renaissance Place and AR book finder, the District Parent Information Center and Parent Tips for Student Success among others. Our parent workshops, Annual Title One meeting, PTO and SAC meetings are presented with a translator available. Our Parent Involvement Specialist will phone parents to invite them to meetings and assists with translations as needed. The school will provide information and reports in a format to the extent feasible, in a language parents can understand. ParentLink is available for parents to choose their preferred language. The school will make every effort to provide special accommodations (when requested) for parents with disabilities and/or special needs. As new students enroll throughout the school year, they will receive a welcome packet that includes school information, as well as, Title I information and the Right to Know letter.  All examples of Title One documents will be maintained in the Title One Toolkit. |

**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:

X Not Applicable

**Upload Evidence of Input from Parents**  
  
Upload evidence of parent input in the development of the plan.

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| [Uploaded Document](file:///C:\Users\bonniero\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\3BHR5MQX\fileUploads\360681_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.

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| [Uploaded Document](file:///C:\Users\bonniero\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\3BHR5MQX\fileUploads\360681_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.

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| [Uploaded Document](file:///C:\Users\bonniero\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\3BHR5MQX\fileUploads\360681_2014-2015_uploadCompactEvidence.pdf) |

## Evaluation of the previous year's Parental Involvement Plan 2014-2015

**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.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Curriculum Night and Title I Annual Meeting, Title I Information and Parent Involvement Plan was discussed | 1 | 217 | Parent Involvement is linked to student learning |
| 2 | Student Led Conferences/Compact reviewed | 1 | 523 | Parent Involvement is linked to student learning |
| 3 | Roaring Readers- Hispanic Heritage Night | 1 | 130 | Parent Involvement is linked to student learning |
| 4 | Roaring Readers – 4th grade – ­­­Academic Night | 1 | 117 | Parent Involvement is linked to student  learning |
| 5 | Roaring Readers – 2nd grade – Math Night | 1 | 48 | Parent Involvement is linked to student  learning |
| 6 | Roaring Readers/Discover Science Night | 1 | 216 | Parent Involvement is linked to student learning |
| 7 | SAC Meetings | 4 | 25 | Parent Involvement is linked to student learning |
| 8 | Kindergarten Orientation | 1 | 44 | Parent Involvement is linked to student learning |

**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)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Training for staff on Parent Involvement –Brainstorm Barriers & Solutions | 1 | 45 | Parent Involvement is linked to student learning |
| 2 | Parent Involvement Newsletter Articles for Teachers & Parents | 15 | 45 | Parent Involvement is linked to student learning |
| 3 | Student Led Conferences/Parent Involvement Training | 1 | 45 | Parent Involvement is linked to student learning |
| 4 | Parent Involvement updates on our school website | 1 | 45 | Parent Involvement is linked to student learning |
| 5 | Grade level meetings to reflect on parent participation and to generate ideas to promote increased parent involvement in future events. | 1 | 45 | Parent Involvement is linked to student learning |
| 6 | Volunteer Orientation for staff | 1 | 56 | Parent Involvement is linked to student and using student data |
| 7 | PLC Model- analyzing and using student data to make instructional decisions and share this data with parents. | 10 | 45 | Parent Involvement is linked to student and using student data |

**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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Work continues to be identified by SAC as the main reason parents are unable to attend school activities. | Offer flexible meeting days and times. We offer events on various days. Our Student Led Conferences were scheduled for the parent’s selected times of day. Parents are encouraged to schedule a conference at a time convenient to them |
| 2 | Family commitments were also indicated to be a barrier. | Offer Back to School Open House and parent workshops on a Saturday and encourage families to attend. |
| 3 | Language differences create the need for translation into Spanish. | Provide translators, handouts are in English and Spanish. All communications are sent home in the home language. |
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**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)

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| **Count** | **Content/Purpose** | **Description of the Activity** |