

## OAKSHIRE ELEMENTARY Title I, Part A Parental Involvement Plan

I, Raquel Flores, 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 create a partnership between the school, families, and the community to help all students reach high levels of academic and social achievement.

---

### 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:**

·Oakshire Elementary will involve parents through PTA, SAC, Title I Annual Meetings, Committee meetings, and PLC meetings.

·People responsible are members of the SAC committee, members of the school leadership and administrative team, and members of the PTA.

·SAC member selection will be voted on at the first meeting.

·The input from parents will be documented through surveys, question and answer sections, evaluation forms, and meeting minutes.

·SAC updates our Parental Involvement Plan twice year in November and May. Notes are taken at each meeting and then the changes that are requested are made to the plan.

·Parents will be involved in the development of the plan through the end of the year SAC retreat and beginning of the year Title I Annual meeting.

·Continued parental input will be collected during scheduled SAC meetings.

·The school will offer family nights where parents will receive training on student activities related to reading, math, and science.

---

## **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 I	Parents will be invited to attend curriculum nights in reading and STEMs. Information will



		be provided on how they can help their child with their studies and content covered in the curriculum by grade level. A Florida Common Core Standards Night will be held to explain the new standards and test for grades 3rd-5th . We will also have a 2nd grade Bridge to 3rd grade family night to enable 2nd grade parents to see what their students will be tested on the following year.
2	VPK	VPK and Title I will work with parents and Kindergarten teachers to help with students' transition into the regular school program. Activities may include: coordinated meetings with parents, VPK teachers, and the Kindergarten teachers to discuss the specific learning needs of students, joint parent meeting to discuss transitioning, etc. At the end of the school year we will have a Kindergarten orientation for studnetw will will be attending Oakshire the following year.
3	IDEA	Parents will be informed of the additional support and materials provided for their child through Title I funding during the development of student's IEP.
4	Title III	Parents will be informed of the additional support and materials provided for their child through Title I funding during the student's placement meeting
5	Title II	Professional development will be provided to support the professional development needs of the 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	The Leadership Team will discuss plan for Title I Annual Meeting	LEA Representative, Reading Coach, Principal	The Week of August 17, 2015	Leadership Agenda
2	Send out invitations to the Title I Annual meeting through phone calls.	LEA Representative, Reading Coach, Principal	The week of September 14, 2015	Connect Orange
3	Send out invitations to the Title I Annual meeting through flyers.	LEA Representative, Reading Coach, Principal	The week of September 7, 2015	Flyer
4	Send out invitations to the Title I Annual meeting using school marquee.	LEA Representative, Reading Coach, Principal	The week of September 7, 2015	Picture
5	Preparation of Power Point Presentation	LEA Representative, Reading Coach, Principal	The week of September 14, 2015	Power Point Presentation
6	Title I Annual Meeting	LEA Representative, Reading Coach, Principal	September 21, 2015	Sign-in Sheets

## 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:** The school used prior year attendance data to determine parental participation. Based on the data, the school determined whether the meetings will be held in the morning or evening time.

\*The school will offer flexible meetings in the morning prior to school hours and in the evening.

\*Parent Leadership Council meetings will be offered in the mornings. The meetings will be held in the morning and afternoon.

\* PTA/SAC meetings will be held in the evenings. The meetings will be held at 5:00 and 5:30.

\*The school will offer school-age day care services during parent workshops based on prior year requests.

\*Parent/Teacher conferences are offered at the parent convenience before and after school hours, and during teachers planning time. In addition, if a parent needs a conference during instructional time, coverage will be made available for the teacher. Conferences can also be held on web, such as Skype and Facetime.

---

## 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	FSA Night	Reading Coaches, CRT, Principal, LEA Representative	A Florida Standards Night will be held to explain the new standards and test for grades 3rd-5th	January 2015	Parent Survey
2	Early Literacy Night	Reading Coaches, CRT, Principal, LEA Representative	Parents will learn early reading strategies to help their child increase their phonemic awareness, phonic skills, and fluency.	February 2015	Parent Survey
3	STEMS Night	Reading Coaches, CRT, Principal, LEA Representative	Parents will be invited to attend curriculum nights in STEMS. Information will be provided on how they can help their child with their studies and content covered in the curriculum by grade level.	December 2015	Parent Survey



---

## 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	The Importance of Parental Involvement	Principal, Assistant Principal, LEA Representative	To improve the staff's understanding of why PI is important	Throughout school year	Questions
2	Building Ties Between Home and School	Principal, Assistant Principal, LEA Representative	To provide staff with opportunities to build relationships with their students' parents.	Throughout school year	Questions
3	Implementation and Coordination of PI programs	Principal, Assistant Principal, LEA Representative	To improve staffs' ability to coordinate parental activities.	Throughout school year	Questions
4	Communicating and Working with Parents	Principal, Assistant Principal, LEA Representative	To provide increased communication between parents and teachers to monitor student progress.	Throughout school year	Questions

---

## 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:** Book Fair:

1. Media Clerk will schedule two book fairs during the school year.

Parents will be informed and invited through the use of flyers, posters, phone, school website, Facebook and school marquee.

Parent and volunteers to run the book fair will be requested via email website, Facebook and letters

Success of the activity will be determined by the amount of parent participation during the book fair family night and the amount of volunteers.

## 2. Parent Resource Area:

Parents are informed about it during school events.

Parents schedule an appointment with the Reading Coaches.

Reading Coaches provide appropriate materials such as Math Star series, Literacy skills Backpacks, Books and more activities.

Reading Coaches will keep a log of those parents that used the resources.

## 3. Kindergarten Holiday Play:

The kindergarten schedules a play each school year.

Parents will be informed and invited through the use of flyers, posters, phone, website, and Facebook and school marquee.

Success of the activity will be determined by the amount of parents who attend

---

## 4. Strings and Choir Event

1. The strings classes and Oakshire Choir has two performances each year.

2. Parents will be informed and invited through the use of flyers, posters, phone, website, Facebook and school marquee.

3. Success of the activity will be determined by the amount of parents who attend.

---

## 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:** During Oakshire's Open House Night, parents will be informed about Title I programs along with opportunities to participate in PTA and SAC. When visiting their child's teacher, they will be informed of the curriculum, academic assessments and how to schedule parent-teacher meetings. Program nights (such as FSA Night) will be held during the year to discuss with parents areas of the curriculum and how they can best help their child at home. Information packets will be provided to all students whose parents are unable to attend on the following day and will placed on the website. Connect Orange phone calls will be sent to parents informing and reminding them of these event nights in advance and will also be mentioned in monthly newsletters. Parents will also receive a flyer two weeks before the event and it will be put up on the school marquee a week before the event take place. The flyer will be sent home with students, both of which will be translated in English and Spanish. The Oakshire Website will be maintained by the school Tech Coordinator and have the most current information and dates of events in the school and include encouragement for parents to participate. Sign-in sheets will be provided to the teachers with a copy given to school's CRT. The principal will monitor the dissemination of information.

---

## 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:** -The school will provide a Spanish translator in all meetings and school activities.

-All school newsletters and invitations to school-wide activities will be provided in Spanish.

-Phone calls will be made to those parents that can't attend due to their disability. All materials that were given out at the parent event will be sent home with the student. We



will also try to make accommodations for any parent who would like to attend but has specific needs due to their disability.

·Information will be available in the school's front office for parent's knowledge.

·Information will be disseminated in English, Spanish and other languages. Copies will be kept for evidence.

·To ensure that all parents receive information sent from the school we will post important documents on our website, have copies in our front office, and use our Connect Orange system.

-Trainings will be posted onFacebook.

## 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	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and	The school will provide 2 Literacy trainings during the school year. Parents will be invited to attend and home activities will be provided to the families.	Reading Coaches, Science Teacher, LEA Representative, CRT, Principal, Assistant Principal, CT	Training will be geared towards the skills and strategies needed to be successful readers.	November 2015- May 2016
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	The school will offer flexible meetings in the morning prior to school hours and in the evening. 1. Parent Leadership Council meetings will be offered in the mornings. 2. PTA/SAC meetings will be held in the evenings. 2. PTA/SAC meetings will be held in the evenings. The school will offer school-age day care services during parent workshops based on prior year parent request.	Principal, Assistant Principal, CT, CRT, Reading Coaches, LEA Representative	To help parents have effective communication with the teacher in order to maximize student learning.	August 2015- June 2016



	[Section 1118(e)(10)];	Parent/Teacher conferences are offered at the parents convenience before and after school hours.			
--	------------------------	--	--	--	--

---

## 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	FSA Night	1	289	Parents will gain knowledge of the Sunshine State Standards and the FCAT. Parents will learn activities to help their child succeed in the FCAT.
2	STEM Night	1	266	Parents will learn about the scientific process and how to increase student understanding at home.
3	Families Building Better Readers	1	91	Parents will learn early reading strategies to help their child increase their phonemic awareness, phonic skills, and fluency.

### **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	The Importance of Parental Involvement	1	45	To improve the staff's understanding of why PI is important
2	Building Ties Between Home and School	1	45	To provide staff with opportunities to build relationships with their students' parents.
3	Implementation and Coordination of PI Programs	1	45	To improve staffs' ability to coordinate parental activities.
4	Communicating and Working with Parents	1	45	To provide increased communication between parents and teachers to monitor student progress.

### **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 with Multiple Jobs in our Hispanic Population	Offer workshops on different days of the week, post the presentation on the web, and offer the parents a hard copy of the information.



2	Transportation	Connect parents through Facebook to car pool
3	Language	We will look into offering literature in multiple languages instead of just two.
4	Family Obligations	Provide meals and different times for school events

---

### **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
-------	-----------------	-----------------------------

---