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**PALM VIEW ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan**

I, Angela A. Essig , 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:** Our mission is to strengthen connections between school and the home by engaging parents in supporting their children's academic achievement, participating in decisions that affect their children, and attending parent workshops and school events.

## 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:** We believe in involving parents in all aspects of our school. Our parents and our School Advisory Council have the responsibility for developing, implementing and evaluating the various school level plans, including the School Improvement Plan and Parent Involvement Plan. Parent meetings are held at various times throughout the school year (generally on at least a monthly basis). Parents are provided opportunities to provide input into the creation of our Parent Involvement Plan. Results of parent surveys are reviewed by School Advisory Council members in order to determine needed changes. Survey results are also reviewed and discussed with parent workshop groups. Parent workshop groups and family events are offered at various times to increase parent participation and involvement. Input is gathered during parent meetings regarding how parental involvement funds will be used.

## 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	Project Heart (homeless)	We work collaboratively with Project Heart to provide resources, school supplies and other necessities for homeless students to remain in school.
2	ESOL/Migrant	We work with our ESOL/Migrant HSL to assist with communication, increase communication and accessibility for non-English speaking families.
3	IDEA	We collaborate with our ESE department and ESE teachers to provide and offer supplemental instructional support for parents during the development of the student's IEP.
4	Title I	We collaborate with our Title I resource staff to maintain compliance and exemplary practices.

## 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
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1	Develop agenda, Powerpoint, handouts and presentation materials	Principal or designee	September	Copies of Agenda, Powerpoint presentation, and handouts; parent evaluations of meeting
2	Develop and disseminate invitations	Principal or designee	August and September	Sign-in Sheet indicating how many parents attended
3	Track Attendance	Principal or designee	On-going	Sign-in sheets for meeting
4	Maintain documentation	Principal or designee	On-going	Title I documentation binder
5	Arrange for Translator	Principal or designee	August	Parent evaluation of meeting

## 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:** We provide parent workshops and family events at various times and on a variety of days. For example, Moms n Muffins is held in the morning near Mother's Day. We have Dad's Night Out, where we provide a light dinner and Dads play games with their children. Many of the events include academic, social and emotional components. Scheduled are literacy, math, and STEM nights with hands-on activities that foster parent involvement with their children in academics. Each year, we survey our parents about what topics they would like to see and which days of the week and times are best for them. At almost all School Advisory Council meetings, we talk about academics. (For example: "What is Math Talks?" "Exploring the state FSA website.") For SAC meetings, we provide food and child care. For our Halloween Trunk-a-Treat in Fall 2015, we incorporated math games.

For report card conferences, teachers schedule the meetings at times convenient for the parents, which might be early in the morning, in the evening, or even on a Saturday morning.

Our funds may provide transportation, child care, and/or home visits for activities related to parent involvement.

We make every attempt to make information available to parents who are unable to attend the events. We publish flyers and newsletters, and send outreach call-out messages in both Spanish and English.

## 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	Parent Meetings	Principal	By helping parents understand how our school prepares students for the FSA, how teachers grade, how to help their children with homework, etc., we will see increased student achievement because of increased parent support.	Ongoing Entire School Year	The percentage of students proficient on the FSA will increase, or our school grade will increase.
2	Parent Conferences	Principal	Parents will have a better understanding of the resources available to them and their families through Title I, and how those resources can assist with improving their children's academic performance.	Fall	Minutes and Powerpoint from meeting.
3	Materials and supplies for parents	Principal or designee	Printed information and our continually updated web site provide valuable information to parents about how they can support their child's academic achievement.	Monthly or more frequently as needed	The percentage of students proficient on the FSA will increase, or our school grade will increase.
4	Title I Parent Meeting	Principal or designee	Informing parents about the importance of supporting the teacher, and their children's progress, as well as soliciting information and ideas for how the teacher can better support their child's learning, leads to higher levels of student achievement.	1st and 3rd quarter report card conferences; additional conferences as needed	Individual/Anecdotal feedback

## 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	Through SIOP training for teachers and paraprofessionals, heighten cultural awareness.	Principal or designee	Higher levels of staff understanding of how cultural awareness strengthens relationships with families and fosters student achievement.	October 2016	SIOP training agenda, book

2	PD and materials as needed for staff about building relationships and communicating with parents.	Principal or designee	Higher levels of staff and parent positive communication has a positive impact on student engagement and achievement.	Ongoing	Record of activities and materials provided will be maintained in our Title I binder.
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## 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:** Staff and parents are invited to participate in two report card conference nights, our back to school event, and awards assemblies. We also host a wide variety of family nights with an academic focus. We provide a parent resource area in our front office which provides tips and community resources for families.

## 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:** At the annual Title meeting of parents in September, we will hold a general meeting where information will be presented about the Title I program and funding, and information about how to learn more about the common core curriculum and academic assessments. Parents will learn about the school wide program, how to schedule parent teacher conferences and opportunities for participation in decisions related to the education of their child. Written communication will be available in English and Spanish. An interpreter will be available to ensure that parents are able to fully participate in their child's education. Child care and snacks will be provided. If needed, translation services for deaf and blind parents will be provided.

## 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 opportunities for full participation in the parent involvement activities including parents with limited English proficiency, disabilities, and migratory children. Prior to each parent involvement event, written communication is provided for parents in English and Spanish (flyers and newsletters). In addition, Black Board ConnectEd messages are sent to parents in both English and Spanish. Interpreters are provided at each event. If other languages are needed, our school contact the Title I office where a school district interpreter will provide translation options. The English Language Survey results will be used to determine the number and specific needs for translations into a language other than English. LEA and school personnel will run the Language Survey report to determine any changes based on fluctuations in student populations. We have several bilingual teachers and paraprofessionals. American Sign Language translation will be available through coordination with Manasota Lighthouse for the Blind and Community Center for the Deaf and Hard of Hearing. Translation services will be provided as needed.

## 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	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)];	The Principal, in collaboration with the assistant principal and graduation enhancement technician, works with staff to arrange activities.	Principal or Designee	Increase and improve the effectiveness of parent involvement in order to improve student engagement and achievement.	Monthly

## 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	Student Showcase, October 15	1	200	Having parents visit the school to enjoy exemplars of their children's projects and classwork builds community and camaraderie. This type of activity helps build parent pride in their children's work and builds support for the school.
2	Title I Annual Parent Meeting, September 3	1	13	Increase in parent involvement and knowledge of parent rights and responsibilities will help parents understand the learning expectations for their child and how they can assist.
3	Report Card Conferences during which parents discussed and signed Parent Compact, October	1	248	Teachers eventually met that week with almost all parents in individual conferences to provide information on students' progress and how parents can better support their child's progress. Discussing the parent compact strengthened parents' understanding of the role they play in their child's success in school.
4	Math Night, Jan. 28	1	105	The goal was to engage parents in math games with their children and help them understand more about our math curriculum. We also asked all parents to complete the 5Essentials Title I Survey online, because most parents do not have a computer at home.

5	Family Reading Night with a Dr. Seuss theme, March 1	1	230	Seuss on the Loose was a twist on Literacy Night, with multiple interactive literacy-based activities and book give-aways.
6	SAC Meeting to Review Budget, PIP and Compact, April 23	1	8	Parents provided input into revising our Title I budget, SIP budget, PIP and our Compact for 2016-17, which supports our parents as valuable stakeholders in our school improvement initiatives.
7	Winter Carnival, Dec. 10	1	350	The carnival is a fun family night to build community. Stations were set up, integrating various educational standards in parent-friendly formats.
8	Dad's Night Out, April 28	1	275	This activity encouraged Dads to become more involved with the school and in supporting their children's progress by engaging them in sports and board games, and giving them time to enjoy a meal with other Dads. We asked parents to complete surveys on school uniforms, the Parent Compact for 2016-17, and the Principal's Survey.
9	Trunk-a-Treat, Oct. 30	1	300	School is a safe place to have a fun Halloween with staff and families. This builds trust and respect among students, families and staff, which in turn translates into more student engagement and trust. This activity also strengthens our relationships with the community, because it brings in more community volunteers than any other event. This year, we incorporated a wide variety of math games.
10	Moms 'n' Muffins, May 3	1	70	This yearly breakfast brings together Moms to socialize with each other as they enjoy a meal with their children. We provided handouts on the importance of attendance, had a table set up about the Early Learning Coalition, gave out free books, and administered surveys to inform our school improvement planning.
11	Father's Meeting 9/15, and Dad's Day Breakfast 9/30	2	28	These meetings rallied fathers around the importance of being involved in their child's education. Fathers ate breakfast with their children and escorted them to class. Then we gathered together to listen to a father's speech, distributed many handouts on supporting their children with reading, and had an in-depth discussion about how to help their children achieve higher in school.
12	STEM Night, 9/22	1	350	Parents were introduced to the new STEM program at Palm View and engaged with their children in a multitude of fun STEM activities, such as rocket balloons.
13	ELL Parent Meeting, Nov. 16	1	2	This meeting assisted parents with understanding their rights and responsibilities and shared resources available to them as ELL parents.
14	Cinco de May Family Night, May 5	1	150	Parents organized this event to celebrate the Mexican heritage and share dishes that they had prepared. Educational games were provided at this event that encouraged cultural acceptance and pride.

## 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	Title I Training for Staff	2	34	Teachers and staff understand how Title I funds support academic achievement for our school and what they can do to increase parent involvement.

## 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 upcoming 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 two jobs	Vary the times that events and workshops are held
2	Parents who speak only Spanish	Provide all written and ConnectEd communication in both Spanish and English and have translators available at meetings.
3	Parents need child care during workshops.	Provide on-site child care.
4	Low interest in parent workshops.	Provide incentives for parents to attend.

## 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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