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| ANDREW A. ROBINSON ELEMENTARY SCHOOL Title I, Part A  Parental Involvement Plan | | |
| Top of Form  I, Latrese Fann , 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:**The mission of the Andrew A. Robinson Parent Involvement Plan is to provide ongoing and meaningful opportunities for parents to take a more active role in their child's education. Andrew A. Robinson will achieve this by conducting at least two parent involvement activities per week, in assistance with the parent involvement center, to educate parents on how to become more involved academically and socially. We at Andrew A. Robinson believe the relationship between home and school is crucial to the success of our students. We believe by helping the parent we are essentially helping the student. |   **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)].   |  | | --- | | **Response:**Andrew A. Robinson will notify parents weekly through flyers in student's Tuesday Folders, and the school's marquee to inform the parents of upcoming events. Andrew A. Robinson will invite parents to be a part of the Parental Involvement Plan during the annual Meet and Greet and Open House. Parent volunteers with the administration, and the parental involvement team will discuss the school improvement plan, PIP, Title I funds, including parent involvement and professional development funds, during two meetings prior to the Annual Meeting. These will be documented by use of agendas, minutes, and sign in sheets. Andrew A. Robinson will seek the participation of parents through the parent involvement annual meeting to gain input for the Parent Involvement Plan. Through the parent feedback surveys, the council will review the effectiveness of the Title I programs and use of funds for improvement. Once the plan has been approved and presented to all parents, our school PIP will be placed on the school website and hard copies available upon request. |   **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 | IDEA (Students with Disabilities) | Andrew A. Robinson Parent Involvement programs will advise the parents of the Students with Disabilities of their rights in their child’s education with greater student achievement in terms of grades, student attitudes and behavior. They will be encouraged to be more involved in planning, problem solving, decision-making and IEP input during parent teacher conferences, MDRT meetings, and family connections nights. | | 2 | Pre-Kindergarten | Transition to Kindergarten programs will be offered throughout the month of May to orient parents on the expectation of the new Common Core Standards for Kindergarten students. | | 3 | Title 1, Part A | Services are provided to ensure students requiring additional remediation are assisted through programs such as Parent Orientation about expectations and resources availiable to them in Team Up and summer school. | | 4 | Title I, Part D | Programs for at risk students include TEAM UP. The parents are offered additional resources through the Parent Involvement center Other grant based programs include Real Men Wear P.I.N.K. | | 5 | Title X- Homeless | Homeless students living in shelters in our attendance zone qualify for all Title 1 services offered at the school. Services include breakfast in the classroom (CEO) , Free and Reduced lunch, and the opportunity to enroll in TEAM UP. Parents are informed about the resources through Guidance and Parent Involvment Center | | 6 | Supplemental Academic Instruction (SAI) | Services are provided to ensure students requiring additional remediation are assisted through additional push-in and pull-out remediation by a certified teacher during school. Family Night are offered to assist parent(s) with academic success, helping parents understand Common Core education. | | 7 | Violence Prevention Programs | In School Suspension included character education and prevented lessons utilizing the Second Step Bully Prevention program provided by DCPS. Parent will be provided with information about Bullying and how to identify and report signs of Bullying as well as the implementation of the Positive Behavior Intervention Supports (PBIS), which estabilishes an effective school wide discipline plan that emphasizes proactive strategies for behavior management that addresses the needs of the whole child in the school environment. |   **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 | Develop Agenda, handouts, and /or presentation materials | Fann and Foxworth | By September 30, 2015 | Agendas and Handouts | | 2 | Develop and disseminate invitations | Fann and Foxworth | By September 30, 2015 | Invitations | | 3 | Advertise /publicize events | Fann and Foxworth | By September 30, 2015 | Flyers | | 4 | Develop Sign- In Sheets | Fann and Foxworth | By September 30, 2015 | Sign-in Sheets | | 5 | Maintain Documentation | Foxworth | On-going | Audit Box |   **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:**Meetings will be planned for mid day and during evening events to meet the variable needs of parents. A percentage of the Parent Involvement Budget will be set aside to provide child care, translators/translations and transportation to increase parent participation. Meetings can also be conducted through various communication methods such as phone calls, text messages, emails, flyers, phone automated phone blasts. |   **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 | Open House | Fann and Foxworth | Inform parents about school and classroom happenings | September 17,2015 | Handouts, sign-in sheets, survey | | 2 | Annual Title 1 Meeting | Foxworth | Inform parents about Title I programs | By September 18, 2015 | Sign in sheets; agenda | | 3 | Lights on After School | Sheppard, Stanley, Witherspoon | Educating parents on FCAT Science, FSA and Common Core aligned home-school activities in an interactive format with Team up. | October, 2015 | Sign in sheets, programs and evaluations | | 4 | Literacy Night | Le and Baker-Allen | Educating parents on FCAT Science, FSA and Common Core aligned home-school activities in an interactive format. | December, 2015 | Sign in sheets, parent surveys, agenda, handouts | | 5 | Testing | Fann and Foxworth | Educating parents on FCAT Science, FSA and Common Core aligned home-school activities in an interactive format. | February, 2016 | Sign In sheets, pictures, programs and evaluations | | 6 | PIP and Parent Compact Planning and Review Meeting | Foxworth | Provide key stakeholders with an opportunity to assist in the development, review, and finalization of the school’s Parental Involvement Plan, Budget, and Compact in order to increase the number of parents and volunteers in the school to assist the school in reaching its academic goals. | September, 2015 | Sign-In sheets, agenda, handouts | | 7 | STEM Week | Baker-Allen, Stanley, Mercer | Educating parents on FCAT Science and Common Core aligned home-school activities in an interactive format. | May, 2016 | Sign in sheets, parent surveys, agenda, handouts | | 8 | Volunteer and Field Trip Chaperon Training | White, Foxworth | Volunteer Expectations and Duval and School Policy. | Monthly 2015-16 | Sign-in Sheets, PowerPoint | | 9 | Parent Academy | Fann, Foxworth | Support Group Offerings: Parenting, Safety, Drugs, Violence, Bullying | Monthly 2015-16 | Sign-in, Agendas | | 10 | Parent Involvement Center Workshops | Foxworth | Workshops like: Read & Rise Family Conversations; Transition to K and Middle School; Success Measures; Grade Portal; Doing Science at Home - will provide information, resources and strategies to parents that can be used at home with their students to help them become academically successful | Aug. 2015-June 2016 | Sign-in sheets and parent surveys | | 11 | Learning Math and Reading Night Primary | Stanley and Baker-Allen | Educating parents on how curriculum materials are use to educate their children and what additonal resources are available for the home learning | October 2015 | Sign-in, Agendas | | 12 | Learning Math and Reading Night Intermediate | Stanely and Baker-Allen | Educating parents on how curriculum materials are use to educate their children and what additonal resources are available for the home learning | October 2015 | Sign-in, Agendas | | 13 | FSA (Florida State Assessments) | Fann, Foxworth | Educating parents on the the new state assessments | January-April 2016 | Sign-in-Agendas |   **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 | Communicating and Working with parents | Fann, PIP Sub-Committee | Re-visit the rules of engagement; effective parent- teacher conferences | November 2015 | handout, sign- in sheet | | 2 | Building Ties between home and school | Fann, PIC, PIP Sub-Committee | To increase parent involvement and improve relations between school and home. | January 2016 | sign - in; agenda | | 3 | Diversity & Sexual Harrassement | Fann, Foxworth,McDaniel | train in the understanding of cultural influences and impact on school | Ongoing | certificates | | 4 | Bullying | Fann, Foxworth,McDaniel | To train teachers and staff how to identify and report bullying | Ongoing | sign-in, 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:**Response: Andrew A. Robinson will establish a School Advisory Council to offer suggestions on matters related to parent involvement. Also we will continue to promote the district funded Title I Parent Involvement Center. In addition to the district Parental Involvement Coordinator, a part time parent liaison has also been provided at ARE to assist parents by providing training workshops with activities and strategies that can be used at home for academic success.The parent liaison will also be responsible for the parental resource area, which will be available to parents daily with late afternoon hours once per week. A monthly calendar of events will be generated and placed in Tuesday folders on the first Tuesday of each month. Calendars will focus on Academic, Social, and Emotional support. In the months leading up to FCAT, academic and test taking strategies will become the focus to assist parents in helping their child(ren) reach their academic potential. Sign-in sheets and parent comment/evaluation forms will be used to evaluate the effectiveness of the activities. |   **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:**To provide parents with timely information about Title I programs, Andrew A. Robinson will hold an annual meeting for all parents to attend.    In an effort to explain the curriculum, the school will provide several academic based parent nights throughout the school year (literacy, math, science). In addition to the academic parent nights, the school will conduct an annual FSA(Florida State Assessments), which is the new state assessment format/technology meeting discussing the forms of academic assessment used to measure student progress and the proficiency levels students are expected to meet.     Andrew A. Robinson will offer parents regular meetings to formulate suggestions in decisions related to the education of their child via parent/teacher conferences.     Parents will be notified through Parent Link, flyers, teacher websites, parent communication folders,Connect Duval and the school's marquee at least two weeks in advance.    Copies of all the flyers, newsletters, surveys, and teacher/parent feedback forms will be used for monitoring purposes.    Parent Involvement Plan Hard copy will be available in the in the office, copies will be provide upon request and mention in the Newsletter.    Parent can make suggestions about the plan in the Parent Involvement office. |   **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 Language Survey, teacher input and interaction with the office staff will be used to determine family needs for written translations. Andrew A. Robinson will upon enrollment, determine through the Language survey a need for translation needs. Information will be disseminated bilingually (English and Spanish) in print, and using the Parent Link. Andrew A. Robinson will utilize TDD to notify parents who may be hearing impaired. The school will also use the district provided service, TRANS ACT, to help translate documents into various languages. While on campus, Andrew A. Robinson will utilize the services of an interpreter. Any parents who may be blind will receive all communication in Braille. Andrew A. Robinson is also wheelchair accessible, therefore accommodating all parents. Parent surveys/feedback forms in different languages will be made available to the parents and used for monitoring purposes. |   **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.   |  | | --- | | [Uploaded Document](https://app1.fldoe.org/bsa/ParentInvolvementPlan/fileUploads/162621_2015-2016_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.   |  | | --- | | [Uploaded Document](https://app1.fldoe.org/bsa/ParentInvolvementPlan/fileUploads/162621_2015-2016_uploadCompact.docx) |   **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](https://app1.fldoe.org/bsa/ParentInvolvementPlan/fileUploads/162621_2015-2016_uploadCompactEvidence.docx) |   **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 | Success Measures | 1 | 10 | Common Core Standards | | 2 | Annual Title I Meeting | 1 | 10 | Inform parents about Title I programs | | 3 | Math Night | 1 | 20 | Educating parents on FCAT Science, FSA and Common Core aligned home-school activities in an interactive format with Team up. | | 4 | Reading Celebration | 1 | 20 | Educating parents on FCAT Science, FSA and Common Core aligned home-school activities in an interactive format. | | 5 | STEAM Night | 1 | 20 | Educating parents on FCAT Science, FSA and Common Core aligned home-school activities in an interactive format. | | 6 | PIP and Parent Compact Meeting | 1 | 5 | Provide key stakeholders with an opportunity to assist in the development, review and finalization of the school's PIP, budget and compact in order to increase the number of parents and volunteers in the school in reaching its academic goals. | | 7 | Volunteer and Field Trip Chaperone Training | 1 | 15 | Volunteer expectations and Duval and School Policy. | | 8 | Parent Support Group Offerings | 8 | 10 | Support Group Offerings: Parenting, Safety, Drugs, Violence and Bullying. | | 9 | Parent Involvement Workshops | 8 | 10 | Workshops that provided parents with resources and strategies that can be used at home to help students academically. |   **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 | Communicating and Working with Parents | 1 | 30 | Re-visit the rules to engagement; effective parent-teacher conferences | | 2 | Building Ties between home and school | 1 | 30 | To increase parent involvement and improve relations between school and home | | 3 | Diversity and Sexual Harrassment | 1 | 30 | Train in the understanding of cultural influences and impact on school |   **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 | Parent work hours varies- all groups | Offer workshop at various times to accommodate parent availability to attend |   **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)   |  |  |  | | --- | --- | --- | | **count** | **Content/Purpose** | **Description of the Activity** |   If you have questions contact Paula Seymore at [seymorep@duvalschools.org](mailto:seymorep@duvalschools.org) or 904-390-2134, ext: N/A.  Bottom of Form |  |  |
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