## SPARR ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Patricia Hornsby , 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 |

**Parental Involvement Mission Statement**

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| **Response: Sparr will** work collaboratively with parents to increase student 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 [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

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| **Response:** ·Sparr Elementary School believes in involving parents with planning and decision making through the SAC Committee.  Members of SAC are encouraged to participate in the development of both the School Improvement Plan and Parent Involvement Plan. Plans are written based on feedback from parent surveys and workshop evaluations, and other data  A yearly election is advertised by SkyLert messages and notes home. If election results do not yield the parent numbers required by statute, then the school seeks voluntary parent sign ups, makes personal phone calls, and provides information about SAC through newsletters, etc.  Information from parents will be compiled through parent surveys and SAC Minutes.  Parents have an opportunity to provide input through SAC Committee meetings, emails, and surveys.   Title 1 parent involvement funds are utilized to purchase student planners, paper for parent newsletters and fliers, and to support materials and supplies for parent nights. |

**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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| **Program** | **Coordination** |
| Voluntary Pre-K | Title 1 and VPK offices will coordinate transition programs for students who enter the general education public school program. Meetings with parents, VPK teachers, and kindergarten teachers are provided to discuss student learning needs and transitioning. |
| Title I C (Migrant) | Enrollment of migrant students will be coordinated with the District's Migrant Office for additional support and resources. |
| HIPPY | Home Instruction for the Parent of Pre-School Youngsters--Information regarding HIPPY will be shared with parents by Guidance. |
| Title X (Homeless) | As students are identified as homeless, the school coordinates with the District Home Liaison to provide appropriate resources. |
| Title II (Staff Development) | All staff will attend appropriate Title II trainings that will assist them in developing effective communication with parents. |
| Title III | The school ELL para professionals assists students/parents on a differentiated basis, including translating information, both written and oral. |
| Individuals with Disabilities Education Act (IDEA) | The school coordinates programs with both the Exceptional Student Education and Student Services Department. Parents are invited to participate in their child's IEP meetings. All staff follow MTSS policies and procedures. |
| Title 1 Part A | The school receives Title I funds based upon free/reduced lunch counts. This money is used to purchase supplemental materials and other instructional materials for students. |
| Federal Nutrition Program | Identified families receive "Food 4 Kids", a weekend backpack program which provides them with free nutritional supplements. |

**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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| **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| Power point created w/ current data, Title 1 info | Prof Dev Spec/Prin/AP | September,2015 | parent sign in |
| Create Title 1 handout | Prof Dev Spec/Prin/AP | September,2015 | parent sign in |
| Announce date and time (offered in the morning and evening) | Principal/AP | September,2015 | parent sign in |
| Send home parent invitation, classroom newsletters, school newsletter, signage | Principal/AP | September,2015 | Sign in sheet showing attendance |
| Annual Title 1 Meeting | Principal/Dean | September, 2015, TBA | parent survey, parent responses |
| Skylert phone message | AP/Principal | September, 2015, TBA | Sign in sheet showing attendance |
| Marquee | Receptionist | Week prior to meeting | Attendance sign in sheet |
| Distribute Title 1 Compacts | Teachers | August/September,2015 | Signed compacts |

**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:** All Sparr teachers maintain individual contact with every parent, at least twice a year. Face to face or telephone conferences are offered, as well as email.  Sparr holds meetings and parent events workshops at varying times. Experience has shown that offering meetings at different times increases the amount of parent and family participation. For some families, parents are on campus in the mornings for student drop off; for others, afternoons are better because parents are at school for student pick up; and then evening times work for families whose parents work all day.  Examples of meeting times: 7:00a.m., 3:15p.m., and 6:00p.m.  SAC Meetings -Each year the group of parents on SAC set the meeting day/time according to group consensus.   Curriculum Night - evening  Book Fair - Two times a year, before school hours, during school, and during Open House/another already scheduled evening event. |

**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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| **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| Curriculum Nights | AP/PDS/Math Coach | These new standards will be assessed on formative learning checks, etc. Anticipated impact on student achievement in grades 3-5 in math should increase, as well as 5th grade science. | first semester/second semester | Parent sign ins/evaluations |
| Family night | SD Coord/AP/ Media Specialist | Games and activities families can play together. Anticipated impact on student achievement in grades 3-5 in math should increase, as well as 5th grade science. | First Semester 2015 | Parent sign ins/evaluations |
| AR recognition events | SD Coord/Princ/Media Specialist | AR reading scores increase | School year 2015-16 | Parent Evaluations/parent sign ins |
| "Family Access" Training | IPC | Parents will be able to keep up with their child's grades and assignments. | Open House & all year | "Family Access" usage |
| Read and Rise program | Jane Davis/Principal | Improved literacy skills in pre-k and K. | First semester | parent evals, student data |

**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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| **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| Family Access Portal | AP/Registrar | More closely monitor grades/progress | August through May | Usage of Family Access Portals |
| MTSS | Principal/Synergy Team and Teachers | MTSS requires communication/conferences with parents | August through May | Conference Forms- Parent signatures on MTSS forms |
| Family Nights | PDS/MathCoach/AP | Increase parent understanding of how to help child | SY 2015-16 | Feedback forms |
| Website training | AP | Increase parent awareness of grade level expectations | ongoing SY 2015-16 | EOY survey |
| Team/School newsletters | Team Lders/Princ/Recep | increase parent awareness/understanding of academic expectations | ongoing SY 2015-6 | EOY survey |
| Skylert Phone system | AP/Sec/Princ | Maintain parent communication about upcoming academic events | ongoing SY 2015-16 | EOY survey |

**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:**  Utilize Title 1 Parent Resource Center on Wheels which is at Sparr 4 times throughout the year. Teachers utilize Title 1 Referral Center check out system with parents.  District parent surveys will be advertised.  Open House/Orientation night in September.  Parent Conferences held throughout the year.  Enlist assistance from District Title One Parent Involvement Personnel to train school based Liaison in effective strategies to increase parent involvement.  Open computer lab during special events for parent use (parent portal and other on line sites for student skill acquisition-IPC/Media Specialist).  All the above events should continue throughout the 2014-2015 school year. Success will be measured by parent evaluations and sign in sheets. |

**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 1, programs, parent rights, etc. will be presented to parents at the Annual Meeting in September. This information is also printed in the Student Planner, and the Parent/Student Handbook given out at the beginning of each year.  Parents are encouraged to attend SAC meetings and to participate in discussions about school matters.  Parents are also provided surveys to complete each year, to provide feedback regarding the school climate and culture.   Parents will be provided information through the distribution of newsletters, handouts, web sites, Skylert calls and the marquee.  Curriculum and assessments are explained at Open House, Family nights, newsletters, web site, Skylert calls, and parent conferences.  Family Access Portal - throughout year provides a means for parents to remain informed on progress on a continuous basis.  Student Planners - grades 2-5 throughout year to keep parents informed of homework and grade level announcements.  Grade level curriculum and expectations are shared during Open House and during parent conferences.  E-mails, School Web Site, Marion County Web site – Curriculum are means by which parents may access information.  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)]. |

**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:** Our facility is ADA accessible, so that parents with disabilities may participate in family involvement activities. If needed, additional accommodations, such as an interpreter, are also provided. |