

LAKE PANASOFFKEE ELEM. SCHOOL Title I, Part A Parental Involvement Plan

I, Bridget Veal , 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: Lake Panasoffkee Elementary School is committed to ensuring that each student has the opportunity to acquire the skills necessary to become a responsible, productive citizen able to cope with changing social and economic conditions. The staff of Lake Panasoffkee Elementary strives to meet the individual needs of each student, taking into consideration their unique attributes and capabilities. High academic achievement by students is of the utmost concern to the school's primary stakeholders, which includes parents, teachers, and administrators. Therefore, parental involvement is a key component to the success of the school.

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: The school website will be regularly updated with timely information (link to Title I school contact). In addition, the Title I contact contributes updates and information to the monthly school newsletter.

Title I is a regular agenda item on the School Advisory Council and at faculty and grade level meetings. The Title I Committee works in conjunction with the School Advisory Council to review, plan, and improve school programs and to build parental involvement. The principal and Title I Contact provide agendas of meetings and reminders for meetings to encourage participation. At the beginning of the school year, meetings are designed to educate parents on the purpose and requirements of being a Title I school. The parent involvement budget is explained to parents. Parents, teachers, staff, and the LPES Parent Involvement Coordinator are asked to offer suggestions for utilizing these funds. The proposed budget is then reviewed by the SAC/Title I committee and placed on the meeting agenda for approval. The Title I Contact provides an email address and solicits written input from participants. Parents are also notified that LPES is a school-wide Title I program at the first PTO/Title I Annual Meeting as well as through the school newsletter. Parents are encouraged to submit suggestions to the Title I Contact via email through the school website or in writing through suggestion dates and times of upcoming meetings. Title I is also a separate section on the school website. A copy of the Title I Plan, including the Parent Involvement Plan, is available on the website. Feedback will also be provided after each Title I meeting through the use of parent feedback forms/email as well as the spring Title I surveys. Parents also provide email addresses and consent to use email as a line of communication.

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	Advertise on Calendar of Events Website	A list of all activities and events will be posted on the LPE School Website and in the monthly school newsletter.
2	Pre-Kindergarten (VPK)	Include PreK in all communication and Title I events.
3	Adult Education Center and Lake-Sumter Community College	Advertise community college and adult education courses in LPES Nest News
4	Pre-K/ESE Social Workers/Parent Liaisons/Life Stream School/Home Liaison	Use various social workers as a resource to collaborate Title I communication and events with their families and programs.
5	District Parent Resource Center	District Liaison sends monthly calendar of events which we publish in Nest News to invite our parents to attend – for bilingual and English speakers.
6	PTO meetings	When appropriate, PTO meetings will include a parent education component
7	Parenting Classes (United Methodist Church)	When appropriate, refer parents and guardians
8	Life Stream CCOS Counseling	When appropriate, refer parents and guardians
9	Youth and Family Alternatives	When appropriate, refer parents and guardians

10	Parent Conference Nights	LPES will offer coference nights from 3pm -7 pm making it convenient for working parents to attend
11	Back to School Luau	LPES will offer a back to school family day in order to give all parents the opportunity to get acclimated to the facility and meet the staff.
12	Monthly Newsletter	LPES will send home monthly "Nest News" offerining informaion on how they can help their child at home with academics and how they can be involed with school activities.
13	Monthly FAN Nights	LPES will host 8 family activity nights that incorporate AR, STEM, technology resources and other core realated activities.
14	Grade Level Curriculum Nights	Each grade level with host a family night that provides parents with access to information on state assessments, curriculum requirements, and common core standards.

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	Open House/Classroom Visitation - PowerPoint presentation of school-wide Title 1/SIP goals	Principal, Assistant Principal, Title 1 Contact	Aug/Sept	Parent Sign-In Sheets, School Climate Surveys, Copy of parent invitation
2	Notification in School Newsletter - synopsis of meeting published in Nest News	Newsletter Coordinator	On-going	Newsletter - parent queries
3	Notification on School Website - Newsletters are available throughout year on website	Website Coordinator	On-going	Website - parent queries
4	Title 1 Annual Meeting - PTO	Principal, Title 1 Contact	September	Parent Sign-in Rosters, Copy of Agenda, Copy of Parent Invitation, School Climate Surveys
5	District PAC Meeting	Principal, Assistant Principal, Title 1 Contact	Fall/Spring	Parent Input, Parent sign in rosters, copy of agenda, Copy of parent invitation

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: Immediately following the first midterm, evening parent conferences will be scheduled to discuss student progress. Teachers reserve two evenings from 3:15-7:00 for conferences. All parents are encouraged to participate.

To provide flexibility and ensure all parents are accommodated, conferences may also be scheduled before or after school or during teacher planning time as needed throughout the year. Telephone conferences and email also provide flexible options. If needed, Mrs. Ruiz is available to provide translations for Spanish speaking parents.

Title I funds will be used to provide educational incentives to families who participate in activities throughout the year. For example, providing books and educational prizes for those attending AR Nights.

Several Title I Parent Involvement Meetings will occur throughout the school year in conjunction with the School Advisory Council meetings or separately to discuss and plan parent involvement activities as related to school events. Meetings will be planned for after school and before evening parent involvement events to allow more parents to attend. At times, information may be sent for review and suggestions via email to interested parents and community members. In addition, parents will be invited to attend the District PAC meetings, held twice a year.

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	Professional Storyteller - (Student Presentation, PTO Presentation)	Title 1 Contact, Parent Involvement School Coordinator	Parental Involvement increases student achievement	Spring	Attendance, parent feedback, Title 1 Survey
2	Folders and Planners	Title 1 Contact, Parent Involvement School Coordinator	Parent Involvement increases student achievement	August	Parent feedback, Title 1 Survey
3	Accelerated Reader Incentives	Media Center Specialist	Parent Involvement increases student achievement	Ongoing	Attendance, parent feedback, Title 1 Survey
4	Author Visits	Media Center Specialist, Title 1 Contact, Parent Involvement School Coordinator	Parent Involvement increases student achievement	Spring	Attendance, parent feedback, Title 1 Survey
5	Volunteer Reception	Assistant Principal	Parent Involvement increases student achievement	Spring	Attendance, parent feedback, Title 1 Survey
6	Osprey Day/Reading	Entire School	Parent	Spring	Attendance,

	Celebration - field day as award for reading accomplishments		Involvement increases student achievement		parent feedback, Title 1 Survey
7	Young Authors - students share original compositions with students	Designated Teacher, Teachers	Parent Involvement increases student achievement	Spring	Attendance, parent feedback, Title 1 Survey
8	Field Day K-5	PE Teacher	Parent Involvement increases student achievement	May	Attendance, parent feedback, Title 1 Survey
9	Winter Musical Performance	Music Teacher, Teachers	Parent Involvement increases student achievement	Winter	Attendance, parent feedback, Title 1 Survey
10	Student of the Month	Assistant Principal, Teachers	Parent Involvement increases student achievement	Monthly	Attendance, parent feedback, Title 1 Survey
11	Parent-Teacher Orientation	Teachers	Parent Involvement increases student achievement	August	Attendance, parent feedback, Title 1 Survey
12	Student Achievement Awards - Assemblies, appear on WLPS, newsletter	Administration, staff	Parent Involvement increases student achievement	Ongoing	Attendance, parent feedback, Title 1 Survey
13	Title 1 Advisory Committee - discussion and revision of plan	Title 1 Contact, Principal	Parent Involvement increases student achievement	Ongoing	Attendance, parent feedback, Title 1 Survey
14	Family Game Night (Chili Bingo)	PTO, Parent Involvement School Coordinator	Parent Involvement increases student achievement	Winter	Attendance, parent feedback, Title 1 Survey
15	County-wide Parent Advisory Council (PAC)	Title 1 Contact	Parent Involvement increases student achievement	Fall, Spring	Attendance, parent feedback, Title 1 Survey
16	Parent/Teacher Conferences (Two evenings and as scheduled)	Teachers	Parent Involvement increases student achievement	Ongoing	Attendance, parent feedback, Title 1 Survey
17	Incentives for Parental Involvement	Principal, Assistant Principal, Title 1 Contact, Parent Involvement School Coordinator	Parent Involvement increases student achievement	Ongoing	Attendance, parent feedback, Title 1 Survey
18	Volunteers	Principal, Assistant	Parent	Ongoing	Attendance,

		Principal	Involvement increases student achievement		parent feedback, Title 1 Survey
19	Open Door Policy	All school personnel	Parent involvement increases student achievement	Ongoing	Attendance, parent feedback, Title 1 Survey
20	Parent Appreciation Luncheon	Principal, Assistant Principal, Title 1 Contact, Parent Involvement School Coordinator	Parent Involvement increases student achievement	Spring	Attendance, parent feedback, Title 1 Survey
21	Title 1 Parent Involvement Committee	Principal, Title 1 Contact, Parent Involvement School Coordinator	Parent involvement increases student achievement	Ongoing	Attendance, parent feedback, Title 1 Survey
22	Open House and Title 1 Annual Meeting: School/Classroom rules, Title 1 info, grade level expectations, and academic requirements	Entire School	Parent Involvement increases student achievement	Beginning of School Year	Attendance, parent feedback, Title 1 Survey
23	American Education Week Luncheon and Classroom Visits	Entire School	Parent Involvement increases student achievement	November	Attendance, parent feedback, Title 1 Survey
24	Parent Teacher Organization (PTO)	Entire School	Parent Involvement increases student achievement	Quarterly	Attendance, parent feedback, Title 1 Survey
25	Quarterly Family AR Night	Parent Involvement Coordinator, Title 1 Contact, Teachers	Parent Involvement increases student achievement	Quarterly	Attendance, parent feedback, Title 1 Survey
26	Parent Curriculum Night	Teachers	Parent Involvement increases student achievement	Winter	Attendance, parent feedback, Title 1 Survey
27	District PAC	District Office	Attendance, parent feedback, Title 1 Survey	November, March	Attendance, parent feedback, Title 1 Survey
28	Mass Email/Call Out System	As assigned by principal	Attendance, parent feedback, Title 1 Survey	Ongoing	Parent feedback, Title 1 Survey
29	Grade 4 and 5 Parent Curriculum Night	Grade 4 and 5 Teachers	Parent Involvement increases student achievement	Fall	Attendance, parent feedback, Title 1 Survey
30	Computer Night	Grades K-5	Parent Involvement increase student achievement	October	Attendance, parent feedback, Title 1 Survey

31	Kahoot Night	Grades K-5	Parent Involvement increase student achievement	November	Attendance, parent feedback, Title 1 Survey
32	Science Night	Grades K-5	Parent Involvement increase student achievement	December	Attendance, parent feedback, Title 1 Survey
33	Family Spelling Bee	Grades K-5	Parent Involvement increase student achievement	January	Attendance, parent feedback, Title 1 Survey
34	Family Math Challenge	Grades K-5	Parent Involvement increase student achievement	February	Attendance, parent feedback, Title 1 Survey
35	Culture Night	Grades K-5	Parent Involvement increase student achievement	May	Attendance, parent feedback, Title 1 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	"Breaking the Barriers - Creating Successful PI Opportunities"	Principal, Title 1 Contact, Title 1 Parent Committ	Providing parents the opportunity to create their own parent involvement plan	Fall	Parent/Teacher Feedback, Title 1 Survey
2	Staff/Faculty meetings - Ruby Payne: Framework of Poverty	Principal,	Better understanding of demographics improves student achievement	On-going	Teacher Feedback
3	Presentation of 2015-2016 Parent Involvement Plan at faculty meeting	Title 1 Contact	Set clear goals of parental involvement with the faculty	Fall	Parent/Teacher Feedback

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: Parent Conferences - teachers and parents will discuss how to ensure the child's academic success and what the parent can do at home. Every parent is sent a letter with evening conference dates and times to schedule a meeting with their child's teacher. When parents arrive, they sign-in at the front office. In addition, teachers are available for phone, email, and conferences scheduled during planning times.

Have lunch/read with your child - Incentives, such as educational games that can be played as a family or books to read together, will be given after parents take an AR test. Every parent will be sent an invitation and students will take home books for parents to read.

When attending the Family AR Nights, students will receive free books. Families will have the opportunity to read together and test on their books. A variety of additional activities will take place on those nights.

District Parent Resource Center at Webster and Wildwood.

Ask District Liaison to visit LPE and share a slide show of the District Parent Resource Center. We could also visit the center during an event and take pictures of parents participating. Return to school and do a slide show sharing what is available there. Ask if the center can have materials sent through the courier for parent check out. Each of the District Title 1 Parent Involvement meetings will be held at the two centers so teachers and parents can become familiar with the available resources.

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: The school will inform parents of curriculum, assessments, meetings, student progress, proficiency levels, and Title I programs at the beginning of the year during the first month of school. The monthly school newsletter will inform parents of any new information and remind them of information that has already been sent home. These documents will be translated when needed. Copies of all these documents will be kept on file by the Title I contact. We will know if we were effective based on the results of the annual Title I Parent Survey and Parent Feedback forms.

A link to the school website will be added to all outgoing communication to families.

The following is a list of different ways we will inform parents of curriculum, assessments, meetings, student progress, proficiency levels, and Title I programs:

• Student Planners (grades 3-5) and Take-Home Folders (PreK-2) - daily basis

- Use of School and District Website

- Parent Gradebook Viewer - a link to the online Parent Gradebook Viewer is available on the school website. One teacher is designated as the Gradebook Contact to provide support to parents and teachers in accessing student grades. Grades can be emailed regularly to parents through this program.

- Require parental signatures on forms that go home

- Copies of important notes that are sent home with students are also posted on the school website under the backpack icon

- Accelerated Reader Parent Viewer - similar to Gradebook Viewer. Parents can check progress of student's reading comprehension practice.

- Parent email addresses given to teachers to continue the line of communication; set up a mass email contact list (with parent consent on file) which will be used to send home copies of all communications going home in backpacks.

- Student expectation brochures are provided by the district.

- Curriculum letters with grade level expectations and grading policies are provided by teachers.

- Istation monthly reports are discussed with parents to evaluate student progress and proficiency levels

- MTSS/IEP data is discussed with parents to evaluate student progress towards goals and interventions/accommodations that are in place

Invaluable resources are provided to parents under the Parents tab on the district website such as Connect ED, Think Central, Gradebook, Accelerated Reader, and Title I information.

During the Back to School Luau, parent's are encouraged to complete a survey on how the school can communicated better.

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:

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:

☒ Not Applicable

count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
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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	Back to School Luau	1	109	Provide parents resources to assist students with curriculum demands.
2	Accelerated Reader Family Nights	4	377	Promote student reading skills
3	Parent Orientation Night	1	492	Resources provided to parents that focused on curriculum expectations and testing.
4	Curriculum Night	1	11	Resources provided to parents that focused on curriculum expectations and testing.
5	PMP/Parent Conference Nights	1	376	Information provided on student progress/academic expectations/strategies.
6	Young Author's Night	1	130	Reading improvement by combining writing with reading
7	Student of the Month Assemblies	4	296	Parent participation increases student achievement and participation in school events.
8	Holiday Luncheon	1	255	Parent participation increases student achievement and participation in school events.
9	Chili Bingo	1	294	Parent participation increases student achievement and participation in school events.
10	Family Web Quest	1	177	Provide parents resources to assist students with curriculum demands.
11	Computer Lab Exploration	1	201	Provide parents resources to assist students with curriculum demands.
12	Story Teller	1	189	Promote student reading skills
13	Mother's Day Program (PK)	1	26	Parent participation increases student achievement and participation in school events.

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	Faculty Meetings/Trainings	18	36	Provide staff with resources to assist parents with curriculum demands.
2	Professional Learning Communities	9	36	Promote student reading skills

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	Distance from school (cost of fuel)	Schedule multiple activities at the same time. (EX: AR night and Storyteller)
2	Language	ESOL Aide available as an interpreter
3	Work Schedules	Vary the time of meetings
4	No school sign on main road	Multiple formats to notify parents of activities

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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