

JOYCE M. BULLOCK ELEM. SCHOOL Title I, Part A Parental Involvement Plan

I, Melissa Lewis, 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)].

Melissa Lewis

9/24/15

Signature of Principal or Designee

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: Our mission is to provide rigorous instruction, guidance, and encouragement to empower students to be lifelong learners and responsible citizens. We foster a positive school climate, which respects and values diversity and nurtures everyone's self-esteem. Maintaining high expectations, we commit to a system of support through collaboration with staff, students, parents, and community.

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: Joyce Bullock Elementary School involves parents, teachers, and community members in the planning and reviewing of the Title One program. The members of the SAC are comprised of lead teachers, voluntary community members, and parents from a diverse range of ethnic and socioeconomic backgrounds. We strive to have more than 50% of our SAC members be non-employee representatives. Parents from each class are sent requests to join the SAC and special invitations are sent to those that teachers feel would be more willing to donate their time to the school. The SAC meets six times a year, with review of the Title One programs at least 4 times a year. Parents who are not able to attend the meeting are notified of the opportunity to submit their input in Skyward email announcements, phone home messages, and school newsletter. Parents who wish to attend District Advisory Council meetings and have transportation or childcare concerns will have childcare provided and travel reimbursed as necessary to ensure their participation. Parent surveys are reviewed annually by the SAC and changes to the program are made based on survey results. All SAC meeting agendas and minutes are used as documentation, as well as copies of all paper notification sent home to parents.

Coordination and Integration

Describe how the school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1118(e)(4)].

count	Program	Coordination
1	Title I	Family Learning Night: Provide parents with activities, materials and supplies to help their child succeed in the current school year. The school's leadership team problem solves to ensure that Title I funds are used to support the needs of the at-risk students in the school, particularly the bottom quartile and targeted subgroup populations. The team meets monthly to reevaluate any needs and identify the gains/areas of weakness that need to be addressed. SAC and parents are asked for their input on the use of these funds as well when student growth data is shared on a continuous basis.
2	Title III	Family Learning Night: Provide parents with activities, materials and supplies to help their child succeed in the current school year. Administration, guidance, and ESOL paraprofessionals work closely to determine the needs of the ESOL population of the school and those of the parents as well. The main focus is on student achievement and equipping parents with the necessary skills to ensure they are able to support the learning of their children in the home.
3	Head Start	Administrative team works with local preschools to offer professional development in academics and behavior management. Parents will be invited to attend trainings and Family Learning Nights as well.
4	VPK	Administrative team works with local preschools and school based VPK to offer professional development in academics and behavior management. Parents will be invited to attend trainings and Family Learning Nights as well. VPK parents are actively invited to participate in the decision making of the school and how to better the VPK program in the school. Students and parents are invited to attend sessions to better equip them in assisting with the academic and social development of their children.
5	Rosetta Stone Tutoring Nights	ESOL parents work with the ESOL paraprofessionals, Mrs. Savona and Mrs. Hildebrandt, in the Rosetta Stone Lab weekly during our tutoring months. Classroom teachers assist the students with homework at this time. They also assist with the District ESOL meetings in Williston, communicating with our ESOL parents regarding the meetings, agendas, locations, and answering

		questions that they might have. They also provide translations as needed and provide surveys in Spanish.
6	Food for Kids	The School Guidance Counselor, Social Worker, and Levy County Prevention Coalition will coordinate services with the Food4Kids Backpack Program of North Florida to provide meals for students and their siblings over the weekends and during extended breaks. Teachers and school staff will identify students who meet criteria as "chronically hungry" and parents are given the option to accept or decline these services.
7	Family & Behavioral Health Services	Administration, the School Counselor, and/or Social Worker will make referrals of families in crisis to our on-site CDS Counselor/Case Manager for free support.
8	Nutrition Program	UF provides a nutritional specialist (Katie Trimm) to train staff, parents, and children on good eating habits.
9	Incoming Kindergarten Packets	At registration, kindergarten parents are provided with a kindergarten readiness pack explaining kindergarten skills and how to help their child prepare for kindergarten.

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 powerpoint presentation on required components needed for notification	Melissa Lewis, Principal and Hillary Cribbs, Assistant Principal	August 20, 2015	Comments requested at SAC Meeting- September 8, 2015; Faculty Meeting- September 8, 2015
2	Develop invitations/phone home message and disseminate to parents	Melissa Lewis, Principal and Hillary Cribbs, Assistant Principal and Mistie Kirk, Secretary	August 25, 2015	Comments requested at SAC Meeting- September 8, 2015; Faculty Meeting- September 8, 2015
3	Create sign in sheets per classroom	Melissa Lewis, Principal and Hillary Cribbs, Assistant Principal	August 27, 2015	Copy of sign in sheets. Effectiveness will be determined based on 50% of each classroom having parent attendance.
4	Maintain documentation	Melissa Lewis, Principal and Hillary Cribbs, Assistant Principal	August 28, 2015	Electronic folder used for monitoring.
5	Send powerpoint presentation of meeting home with every student	Melissa Lewis, Principal and Hillary Cribbs, Assistant Principal	August 28, 2015	Administration provides documentation to send home to all students in their backpacks following the 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: Joyce Bullock Elementary School has worked with its parents to find a time most convenient for parents to attend meetings and increase parent involvement in the school. Monthly SAC meetings will be held the second Tuesday of the month at 6 p.m.,

as decided by SAC members at the first meeting. These monthly meetings focus on the school budget and how it is spent, the learning progress of students and things we can do to further succeed, and completing documents that support our school as a Title One school. Due to parents having multiple children in different grade levels, we will offer our annual meeting at different times. Our annual meeting, on August 27 at staggered times by grade level, will cover required topics for parents to know as being part of a Title One school, as well as RtI/MTSS, Free Breakfast/Lunch, and the Florida Standards. This information is also provided the following day at 9 a.m.

Family Nights will be held at school at different dates and/or times to allow the most parents to participate based on their schedule. Family nights will focus on ways parents can best help their child at home. Two flexible meetings, one in the morning and one in the evening, will be held in September to inform parents of how to use i-Ready so they can best help them at home and to teach parents about how to use Skyward to access their child's school information for attendance, discipline, and academics. Parent conferences with teachers and RtI meetings will be held at the parents' convenience and worked around their schedule. One late evening until 7:30 is also offered in the fall and the spring. Parent participation in all meetings and events is vital therefore suggestions of alternative times, days, and methods to holding meetings will be taken under advisement and shared with the school advisory team and staff. All material covered at parent nights and at the annual title one meeting will be backpacked home to all those who did not attend.

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	i-Ready Parent Training	Melissa Lewis, Principal and Hillary Cribbs, Assistant Principal	Parents will become familiar with i-Ready including how to monitor student progress and assist their child. Parent knowledge and support in reading and math will help increase proficiency scores in grades K-2.	September 29, 2015 at 6:00 p.m. and September 30, 2015 at 9:00 a.m.	Increase in the amount of students reading on grade level and proficient in math and reading.
2	Parent Conferences	All Pre-K- 2nd grade teacherws	Parents will be provided with a hard copy of their students' data sheet that is reviewed with progress monitoring data, expectations, and goals for the year. Parental awareness of student progress will help parents to increase their child's achievement on grade	September 2015 and April 2016	Increase in the amount of students reading on grade level and proficient in math.

			level standards.		
3	Skyward Parent Sessions	Melissa Lewis, Principal and Hillary Cribbs, Assistant Principal	Parents will be provided with access to their parent Skyward account and taught how to navigate the system. This will keep parents aware of their child's progress on a daily basis and help reinforce skills not mastered at home.	September 29, 2015 at 6:00 p.m. and September 30, 2015 at 9:00 a.m.	Increase in the amount of parents accessing Skyward to monitor student progress in all academic areas.
4	Rtl Parent Meetings	Rtl Coach, Susan Liles/Guidance, Lisa Gant	Parents are informed on ways to reinforce intervention skills and are given information on their student's progress. The Rtl process is explained explicitly.	September 2015- May 2016	Effectiveness based on students meeting their Rtl goals and moving back to Tier 1.
5	Student Planners, Parent/Teacher Communication folders; An emphasis on communication with parents about standards being taught and ways they can help their child at home.	Melissa Lewis, Principal and Hillary Cribbs, Assistant Principal	These materials, resources and information are directly related to academic growth and success in school, which will increase student achievement scores on district and state assessments.	August 2015- June 2016	Positive responses on parent surveys regarding communication with the school.
6	MTSS parent meetings	Susan Liles, intervention teacher; Melissa Lewis; Hillary Cribbs; classroom teachers	Parents are informed on ways to reinforce intervention skills and are given information on their students progress. The MTSS process is explained explicitly.	August 2015- June 2016	Effectiveness based on students meeting their MTSS goals and moving back to tier 1.
7	Parent Conferences- Monitoring student progress using progress monitoring form is reviewed. Parents are asked how we can work together to better meet student needs. Parents are also given information on Florida Standards and given contact info for one-on-one questions concerning standards.	Melissa Lewis, Hillary Cribbs, classroom teachers	Monitoring student progress using progress monitoring form	September 2015, April 2016	Effectiveness based on an increase in student performance in math and reading
8	School & Grade level websites- Links are provided for homework help and assistance with standards	Grade level teams	These materials, resources and information are directly related to academic growth and success in school, which will increase student achievement scores on district and state	August 2015-June 2016	Effectiveness based on an increase in student performance in math and reading

		assessments.		
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Staff Training

Describe the professional development activities the school will provide to educate the teachers, pupil services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1118(e)(3)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	The Power of the Positive Phone Call Home	Melissa Lewis, Principal and Hillary Cribbs, Assistant Principal	Teachers will read articles based on the power of positive phone calls and will be provided a script template for positive phone calls. This will help teachers understand the impact positive communication between the school and home has on student achievement. Student progress will increase with an increase in communication between home and school.	September 8, 2015	Increase in parental communication between teacher and home. Due to this, there will be an increase in the positive parent responses on parent surveys.
2	Implementation and coordination of the parental involvement plan	SIP parental involvement team	face to face discussion with grade levels of requirements, training, and division of responsibilities	September 8, 2015	Increase in parental involvement in school events.
3	Cultural Sensitivity	Melissa Lewis, Principal and Hillary Cribbs, Assistant Principal; Lisa Gant, Guidance Counselor	Dr. Coady and staff from UF ESOL department will present to teachers the cultural differences in our ESOL population of students and ways to help meet their needs with the communication barrier.	December 2015	Increase in parent involvement of ELL families and teachers will complete reflection paragraph on ways to help communicate with ESOL families.
4	Dealing with Difficult Behaviors and Communication with Parents	Melissa Lewis, Principal and Hillary Cribbs, Assistant Principal; FDLRS	FDLRS will provide training and improve management of difficult behaviors resulting in reduction of ISS/OSS and increasing instructional time.	November 2015	Increase parent communication and reduce ISS/OSS occurrences.

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: Parents will be notified of the district resource lab at the Annual Title One meeting on August 27, 2015. There will be follow up reminders in the monthly school newsletter. Our school website will be kept up to date with school wide information, as well as district information for parent use. Each grade level will keep up to date websites for parental use. ESOL parents will be offered the use of the school computer lab to utilize Rosetta Stone to help build their English language skills. The administration, lead team, along with the assistance of the ESOL paraprofessionals will monitor the implementation and effectiveness of these activities. Effectiveness will be determined by an increase in JBES parents use of the resource lab and Rosetta Stone, the number of hits on the school website, and an increase in the proficiency levels of ELL students

school-wide. Administration will monitor implementation of activities and administration will monitor website. In addition to these activities, we will invite families to participate in Dads Bring Your Child to School Day, Donuts with Dads, Muffins with Moms, Grandparents Day, school musical programs, Student of the Month, and Fall Carnival.

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: On August 27, 2015, Joyce Bullock Elementary will hold its annual Title One meeting to inform parents on their rights as a Title One school, Florida Standards, assessments, and grade level expectations. During this time, parents will meet with teachers following the meeting to get more specific information about the grade level and classroom. Parents will also receive the PIP pamphlet and have an opportunity to receive the full copy of the PIP. They will be acquainted with the student handbook and how information from the school will be disseminated throughout the year. Administration and teachers will have sign in sheets to document parent participation. All parents unable to attend will be provided all information in a packet that will be sent home with the child the next day. All documents sent home to parents will be translated for non-English speakers and a translator will be provided at the annual meeting.

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 PIP will be summarized in a brochure and given to all parents. It will be translated into all languages that are needed for non-English speaking parents. All notices, phone messages home, and meetings will be translated when needed for parents with limited English proficiency. Transportation and home visits will be provided for parents, when necessary, to ensure notification of information is provided and input by families is given. All facilities in which meetings or events will be held will be handicap accessible. Home visits will be made when necessary due to lack of transportation, daycare, illness, or disability.

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	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Parent Meeting Night and SAC meetings to inform parents on school goals, achievements, and way of work. This will allow parents to be able to train other parents on the school program.	Melissa Lewis, Principal; Hillary Cribbs, Assistant Principal; PK-2 teachers	Parents gain the knowledge of how to read assessment information and report card standards to best help their child succeed. Effectiveness of this activity will be meeting the SIP goals in achieving learning gains for students school wide and maintain SAC membership throughout the year.	August 27, 2015
2	Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)];	Schedule SAC meetings conducive to maximize parent participation; parents choose best times for conferences with teachers; provide flexible meeting dates and times for school information sessions.	Melissa Lewis, Principal; Hillary Cribbs, Assistant Principal; PK-2 teachers	Involve more parents in making decisions about the PIP and SIP. Effectiveness of activity will be an increase in SAC participation, as well as meeting SIP goals to decrease number of non-proficient students.	September 2015 - April 2016
3	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Provide teacher training on how to improve parent communication and involvement	Melissa Lewis, Principal; Hillary Cribbs, Assistant Principal	Increase participation by parents to help raise student achievement.	August 2015- November 2015

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	Annual Parent Meeting	2	198	Increase of parents knowing how to best help their children thus increase student achievement in reading and math.
2	Math Parent Night	2	10	Increase parents ability to understand the new math strategies and increase math proficiency in students.
3	Skyward Parent Session	2	12	Increase parent communication to enable them to help student achievement increase in all core subjects.

Staff Training Summary

Provide a summary of the professional development activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1118 (e)(3)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	The value of parental involvement	1	35	Teachers will read research article "The Benefits of Parent Involvement: What Research Has to Say" by G. Olsen and M.L. Fuller. This will help teachers understand the impact good communication between the school and home is on student achievement. Student achievement will increase with an increase in communication between home and school on student progress.
2	Communicating and working with parents	1	35	Teachers will read article "Communicating with Parents: the Basics" by Raising Children Network. Teachers will learn ways to best express concerns and strengths to parents of varying cultural groups to increase communication between the school and home.
3	Implementation and coordination of the parental involvement plan	1	35	Face to face discussion with grade levels of requirements, training, and division of responsibilities
4	Cultural Sensitivity	0	0	Teachers will read the article: Qualities of Culturally Sensitive Teachers by Maria Cantu from the Culturally Responsive Classroom Management & Motivation Handbook. this will help them build an understanding of communicating with our high ELL population of students.

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	Meeting times	The school will offer more dates and/or times for parents to attend events and provide more detailed information to go home for those that do not attend
2	Parent participation in parent informational nights and sessions	The school will provide more frequent communication with all parents encouraging them to participate, focusing on the bottom quartile of each grade level as priority.

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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