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

I, Steve Griffin, 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 school wide 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 |

**Mission Statement**

Parental Involvement Mission Statement (Optional)

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| **Response:** The mission of the Parent Involvement Plan is to strengthen family involvement and family empowerment in the school by coordinating and integrating parental involvement strategies with School Improvement, Title I, Title II, Title IV, Title VI and community involvement activities. |

**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:** The VES School Advisory Council and PTO are organizations in which parents work closely with the school regarding decisions. VES PTO and School Advisory invite parents to participate in school decisions with school officials. Invitations were extended in the school newsletter (goes home with each child every Friday), at orientation, on the school website, and by an email to all staff members. PTO and SAC officers and members were elected. Parent Involvement members were chosen in the same way as School Advisory. Parents will be encouraged to share ideas through PTO, SAC, or simply meeting with school officials. SAC reviews the School Improvement Plan and Parent Involvement Plan yearly and adds input as to what goes into the plans, necessary improvements and parent needs. SAC committee will review proposed budget items for the Title I funds. Review of the revisions, spending and proposed changes will occur at subsequent SAC meetings. All decisions will be recorded in the minutes. |

**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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| **count** | **Program** | **Coordination** |
| 1 | Literature | Pamphlets and county wide literature are on display in the VES front office. |
| 2 | Literacy Night activities | Speakers available with information and guidance on how to help their children more effectively |
| 3 | Conferences | Teachers and the guidance counselor use conferences to exchange information with parents to assist students in all aspects |
| 4 | Voluntary Pre-K | Students are taught using a curriculum that guides them into kindergarten readiness in public school. |
| 5 | Library Nights | Parents come to the library at night to read and reinforce reading while having an opportunity to purchase books. |
| 6 | Family Movie Night | Parents bring their children to the bus loop to enjoy a free movie and snacks |
| 7 | Programs | Parents are invited to come to enjoy a performance by the children |
| 8 | Field Day | Parents are invited to watch their children participate in physical activities and value the importance of collegiality. |
| 9 | Grade level parent nights | Parents are invited to hear and learn about grade level standards, classroom structure and work which should be done at home. |

**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 (school wide 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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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Orientation will be held to introduce parents to Title 1 program information. | Administration/Academic analysts | Monday before school- Aug. 10, 2015 | Attendance/discussions |
| 2 | PTO meetings to discuss SIP and PIP, activities to assist parents and students with school work. | Administration | First 9 weeks/ September 8, 2015 | Attendance/ discussions |
| 3 | School Advisory Meetings to discuss SIP and PIP and activities to help parents and students. | Administration | First 9 weeks- September 17, 2015 | Attendance/ minutes |

**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:** Orientation is provided in the daytime at the beginning of the school year. Conferences are available at the parent's convenience. School Messenger Telephone Service, weekly updated webpage, weekly newsletters, and e-mail are provided to aid parents as well. PTO, SAC, and parent night meetings are scheduled in the afternoons with advance notice for parents to make plans to 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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Weekly newsletters | Administration/office secretary | Keeps parents informed of parent involvement activities and information that will assist students in their success. Website information, parent portal information, SAC meetings, PTO meetings, Math nights, Literacy nights, Science nights, Literacy nights, Open House, etc. | Goes home every Friday with every student the entire school year | Survey results |
| 2 | Literacy Night and Week | Academic Analysts | Helps parents become informed of grade level standards and expectations. Demonstrates lessons so that parents are aware of how their children are taught in the Language Arts block. Gives strategies and resources to assist students at home with language arts and social studies assignments. | Twice a year/once a year | Participation/attendance |
| 3 | Website | Assistant Principal/PTO volunteer | Links are available to educational sites, Wonders Reading Curriculum links, Go Math curriculum links, teacher assignments, classroom information and helpful hints through the Reading Coach's page. Parents will be able to access the wealth of information to help their children with school work at home and to better understand the curriculum content taught at school. | Continuous | Web hits/word of mouth |
| 4 | Bookfair/ Parent's Night | Media Specialist | Helps parents become more involved with their child's reading goals through Accelerated Reader. It encourages parents to purchase books and read with their children as well as encourage parents to foster a love for reading in their children. | Twice a year | Bookfair sales, AR goal reports |
| 5 | Writing workshops for parents and students | 4th grade teachers | Student proficiency (3.5 or higher) on FCAT writing | Four afternoon sessions | Writing scores, parent feedback |
| 6 | Math Night | Debbie Bush | Helps parents to learn how to help students with math homework | Once a year | Math FCAT and assessment scores |
| 7 | Parent Night | Admin/Academic Analysts | Inform parents of standards and changes to grading practices. | Once a year | Participation |
| 8 | Sending home all electronic book passwords | Teachers/ Academic Analysts | Inform parents of technology resources, games, and books to reinforce the standards | As needed | Log in logs |

**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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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | New Teacher Induction Program | Academic Analyst/ District Office | Teachers will be able to understand the importance of parental involvement and their response to parents. New teachers will also focus on best practices for teaching and learning the highly effective practices. | Throughout first year | More frequent and effective conferences and communication |
| 2 | I-Ready training | Academic Analysts | Teachers will be able to print reports for parents and follow children as they academically progress through assessments in Math and Reading. Parents can see (through the report) the specific skills and needs of their child. | October 2015. | Teacher/Admin 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)].

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| **Response:** As Title 1 money becomes available parents will be invited to participate in more parent/ student education nights including Writing, Science, Math, and Literacy education. Parents and staff will be polled about the best times for more parent involvement as parents are encouraged to access the standards and activities students are being taught and tested on. |

**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 school wide 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:** Communication at VES is varied in order to try to reach everyone. We use the School Messenger Telephone System to call and e-mail everyone with a valid phone number or e-mail address and inform them of events, report cards and other school information. We have a website that is continuously updated and provides staff e-mail links, articles in the newspaper and online news sources, a sign in front of the campus and a weekly newsletter that goes home to every child.   Parents are invited to attend any and all meetings regarding education and encouraged to visit the school as often as they would like. Necessary educational links are provided on our website and available in hard copy upon request.  All teachers have a minimum of one parent conference each semester, when possible. |

**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:** VES is a fully accessible handicap facility. The district provides interpretation, when necessary and possible, for parents who are not fluid in the English language enough to understand what is being discussed. ESOL teachers are available in all grade levels, and these teachers have been trained to communicate with such individuals. We provide all documents in hard copy as well as online when requested. |

**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.

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| [Uploaded Document](file:///C:\Users\Tina\Downloads\fileUploads\670151_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.

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| [Uploaded Document](file:///C:\Users\Tina\Downloads\fileUploads\670151_2015-2016_uploadCompact.pdf) |

**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.

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| [Uploaded Document](file:///C:\Users\Tina\Downloads\fileUploads\670151_2015-2016_uploadCompactEvidence.pdf) |

## 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.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Math Night | 1 | 20 | Higher math scores on DEA assessments and FCAT. |
| 2 | Literacy Night | 1 | 20 | Higher reading assessment scores and FAIR scores |
| 3 | Writing with students and parents | 8 | 15 | Higher FCAT Writing scores |
| 4 | Science Night | 1 | 200 | Higher Science scores |

**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)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Wonders curriculum and technology training | 1 | 20 | Higher FSA Reading scores, effective small groupings, parents assisting with reading strategies, and higher achievement on Wonders assessments |
| 2 | Go Math curriculum and technology training | 1 | 20 | Higher FSA Math scores, effective small groupings, parents assisting with math strategies, and higher achievement on Go Math assessments |
| 3 | Dr. Szpyrka Science training | 2 | 8 | Higher FCAT Science scores |

**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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Lack of transportation | Provide parents with information about meetings well in advance |
| 2 | Changing of parent contact information | Educate parents of the importance of having correct contact information |
| 3 | Limited educational background of parents | Provide information only at the parent's level |
| 4 | Income availability | Provide fundraising opportunities for events and ask PTO to help pay for trips and other educational 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)

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| **count** | **Content/Purpose** | **Description of the Activity** |