## MEADOW PARK ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Asena Mott , 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 |

**Mission Statement**

Parental Involvement Mission Statement (Optional)

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| **Response:** To promote character and competence in a positive learning culture that ensures success and inspires purpose for all through a strong school-home-community partnership. |

**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:** \*MPES emailed for stakeholders willing to participate in parent involvement and formed a Parent Involvement Planning Team (PIPT) including two parents, 3 teachers, Achievement and Family Associate, and an administrator. On May 1, 2015, the team attended a district Title I training covering the following topics: six types of involvement and their benefits, forming a strong productive PIPT, "Road to Success", website resources for parents, strategies for working with ELL using data to develop PI strategies, funds availability and usage, and time for action plan development. Barriers, research-based best practices, current data and 14-15 plan review/evaluation were used to develop goals and strategies for 15-16. Subgroups were assigned and are responsible for a goal and implementing corresponding strategies. The PIPT will meet monthly to review, revise and evaluate plan strategies. The PIPT will garner support from stakeholders to implement strategies. In the fall, the SAC will review the PIP and offer suggestions. The PIPT will then approve the PIP. As members leave the committee, they will be replaced and trained. The PIPT will ensure fulfillment of the PIP through its introduction at PIT Crew (Parent Involvement Team) and SAC meetings throughout the year. The PIPT will complete a midyear review and an end of year review of the PIP. \*Meadow Park will have an active PIT Crew (Parent Involvement Team) and SAC.\*Meadow Park will continue to encourage volunteers and institute a school wide volunteer program. \*Meadow Park will continue Event Calendars.\*Meadow Park will continue to use School Connect, Remind, and Facebook to keep parents informed. |

**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 | Title I, Title III, Title X, Headstart, VPK | Family Reading Experience- -The Achievement and Family Associate will provide announcements, flyers, and phone calls. They will provide activities and incentives for families to participate. |
| 2 | Head Start, VPK | Helping Prepare Your PreK Child for Kindergarten Math - Head Start MPE Pre-K students are invited to attend all MPE events. \*Head Start MPE Pre-K students are invited to attend all Family Math Nights and events. |
| 3 | Title I, Title III | Leader in Me Family Training - SAC Meeting, Family Leadership Day, Community Leadership Day |
| 4 | Head Start, VPK | Kindergarten Round Up - Website, flyers, marquee, personal invitations from pre-k teachers. Parents will receive information on kindergarten expectations |
| 5 | Title III ELL | Family materials related second language families |
| 6 | Title X | Family Center Resources, Homeless Liaison will provide resources for families in need. |
| 7 | Head Start, VPK | Dolly Parton Imagination Library - Flyers sent to Pre-K parents about the program that supplies free books to preschool children. |
| 8 | Head Start, VPK | PreK teachers will make home visits and discuss strategies for working with their children. |
| 9 | Title I, Title II, Title III, Title X | Academic Parent/Teacher Team - Twenty-five classroom teachers will provide parents with opportunities and strategies to help their children succeed academically through parent/teacher team meetings. |

**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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| **count** | **Activity/Tasks** | **Person Responsible**  | **Timeline** | **Evidence of Effectiveness** |
| 1 | Remind texts and Facebook announcing Annual Title I meeting (English and Spanish) | Asena Mott | August 2015 | Comments and likes on Facebook |
| 2 | Title I Annual Meeting/Open House | Asena Mott | August 6, 2015 | Agenda, sign-in sheets, minutes |
| 3 | Title I, Annual Meeting/Open House | Monique Cantasano | August 2015 | School Marquee |
| 4 | School Website | Laura Liermann | August 2015 | Website |
| 5 | Parent Connect phone call | Asena Mott | August 2015 | Comments, phone calls |

**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:** The school will review parent survey information and offer meetings and trainings at various times and on various days of the week.·Family Reading Experience open to MPE families throughout the school year on Thursday afternoons and Friday mornings. All family members are welcome. Calendar is supplied to parents. Community partners will be invited.·Monthly PIPT meetings held at a time agreed upon by the committee.·PIT Crew monthly meetings will be held on the second Tuesday of the month alternating between morning and evening meeting times.·Monthly SAC meetings will be held the second Tuesday of selected months. |

**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 | School-wide Volunteer Application | Volunteer Coordinator | Providing support to classroom teachers to remediate and enrich students' learning | August 2015-October 2016 | Raptor Log, copies of completed volunteer applications |
| 2 | Your Important Role as a Parent presentation at SAC meeting | Mary Jo Knarzer | Materials and resources for parents to use at home | August 2015 - May 2016 | Flyer, agenda, sign-in sheets, minutes |
| 3 | Science Fair | Doreen Finnegan/Science Chairman | To Increase home-school collaboration and communication | November 2015 | Sign-In Sheet, Remind Texts, Facebook |
| 4 | Family Reading Experience | Title I/Achievement and Family Associate | Helping parents build better readers | August 2015 - May 2016 | Sign-In sheets, book check-out slips |
| 5 | Family Leadership Day | Leadership Committee | To increase home-school collaboration and communication with lighthouse status | September 2015 | Sign-In Sheet, Remind Texts, Facebook |
| 6 | Literacy Week | Rebecca Greenwood | Helping parents build better readers | January 2016 | Sign-In Sheet, Remind Texts, Facebook |
| 7 | Bicycle Rodeo | PIPT/PIT Crew | To increase community involvement and parent awareness | February 2016 | Sign-In Sheet, Remind Texts, Facebook |
| 8 | Parent Recess | PIPT/PIT Crew | Increase parents engagement in physical activity and promote healthy nutrition | Ongoing SY 15-16 | Sign-In Sheet, Parent Survery, and Connect Calls |
| 9 | PIPT | Tilte I Resource/School Administrator | Increase homeschool partnership | Ongoing SY 15-16 | Sign-In Sheet, Agenda, Minutes |
| 10 | All Pro Family | Christy Bishop/Dr. Bishop | Helping parents build strong relationships with their children | Ongoing SY 15-16 | Sign-In Sheet, Agenda |
| 11 | Family Movie Nights | Asena Mott/PIT Crew | to provide students with techniques of Bully Prevention | Ongoing SY 15-16 | Sign-In Sheet, Remind Texts, Facebook |
| 12 | Quarterly Student-led Conferences | Rebecca Greenwood | To increase parent involvement in students' academics | Ongoing SY 15-16 | Sign-In Sheet, Remind Texts, Facebook |
| 13 | Book Fairs | Beth Colleen | To provide students with books to build home libraries | Fall 2015/Spring 2016 | Sign-In Sheet, Remind Texts, Facebook |
| 14 | Leadership Day | Asena Mott  | To increase home-school collaboration and communication with lighthouse status | January 2016 | Sign-In Sheet, Remind Texts, Facebook |
| 15 | Quarterly Award Assemblies | Asena Mott | To Increase home-school collaboration and communication | Ongoing SY 15-16 | Sign-In Sheet, Remind Texts, Facebook |
| 16 | Annual MPE Carnival | PIT Crew | To increase community involvement and parent awareness | February 2016 | Tracking through Ticket Sales |
| 17 | Spirit Night - Chick-A-fil | PIT Crew/PIPT | Helping parents build strong relationships with their children | Ongoing SY 15-16 | Receipt Totals, Participation Lanyard and Punchcard, Remind Texts, Facebook |
| 18 | Family STEM Night | PIT Crew/PIPT | To increase parent involvment in Science activities | April 2016 | Sign-In Sheet, Remind Texts, Facebook  |
| 19 | Family Engagement Conference | Gina Pennybacker | To increase family engagement strategies to increase student achievement | November 2016 | Evaluations, Breakout Sessions |
| 20 | Academic Parent-Teacher Meetings | Tess Elias | To increase parent involvement in students' academics | Ongoing SY 15-16 | Sign-in Sheet |
| 21 | Title I Annual Meeting/Open House | Asena Mott | To increase family engagement strategies to increase student achievement | August 6, 2015 | Sign-In Sheet, Remind Texts, Facebook, Parent 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)].

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| **count** | **Content and Type of Activity** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Parent Involvement Planning Team Training | Title I Resource Personnel | Development of academic goals and strategies aligned to SSP/SINI Plan | April-July Monthly Team Meetings | Parent Involvement Action Plan |
| 2 | PIPT Training Day | Title I Resource Staff  | Updates, Best Practices, Shared resources | May, 2015 | PIP, Compact |
| 3 | District Parent Involvement Team Meetings | Parent Involvement Liaison | Sharing of resources, Best Practices, Trainings, Presentations | Monthly throughout SY 2015-2016 | Staff Evaluation, Agenda, sign-in sheet, handouts, minutes |
| 4 | Monthly Program Planner Meetings | Asena Mott, Principal | Sharing of resources, Best Practices, Trainings | Monthy throughout SY 2015-2016 | Agenda, sign-in sheet, handouts, minutes |
| 5 | Data Days | Rebecca Greenwood | Ways to Comunicate Student Achievement Data To Parents  | Three times a year  | Agenda, Sign-in sheets, action plans |
| 6 | Family Engagement Conference | Gina Pennybacker | Family Engagement Strategies to Engage Families | November 2015 | Break Out Sessions, Evaluations |
| 7 | Academic Parent/Teacher Meetings | Tess Elias | Ways to Comunicate Student Achievement Data To Parents  | Three times a year | Agenda, Sign-in sheets, action plans |

**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:** -Parent Involvement Planning Team Training on May 2016-Family Resource Center/Family Reading ongoing throughout the 2015-2016 school year coordinated by the Title 1 Achievement and Family Associate.-Parent Information Center in main lobby.-Documentation is maintained in the Title 1 Monitoring Box. |

**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:** ·Title I Annual Meeting/Open House on 8/6/15-families will receive required information on Title I and opportunities for parenting, learning at home, volunteering, and decision making available during the SY 15-16.·School website with links will provide Title I information ·MAFS/LAFS (Florida Standards)links were put on school website.QR Codes that link LAFS/MAFS (Florida Standards), curriculum websites, etc. were put in the front of the Student Planners.A Meadow Park App for Apple devices was created to link parents to school phone numbers, website, Facebook page, MP Television, Calendar of Events, Champs' Cafe, Etc.A bi-monthly event calendar is sent to parents to notify them of PTO meetings, SAC meetings, and other events happening at Meadow Park.Remind 101 was implemented as a way to send information to parents via text message about upcoming meetings and events.·Parent Survey data report utilized to plan meetings ·Family Curriculum Nights (Book Fairs, STEM, and Science Fair)·Family Reading Experience - Ongoing throughout the SY 15-16·Monthly PIT Crew/SAC meetings ·Teachers will provide documented feedback of student progress and progressmonitoring assessments (parent conference form, i-Ready assessments, AR, STAR, report cards).Title I Notebook "We are a Title I School/Read all about it" It is located in the front office and family center. Workshop on FSA will be scheduled in the Spring 2015.Documentation is maintained in the Title 1 Monitoring Box.Parent Guide distributed to all families at the beginning of the school year.APTT Conferences/Student-led Conferences will be conducted three times a year to share student achievement and ways families can support learning at home. |

**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:** ~SAC/PIT Crew monthly meetings~Monthly Parent Involvement calendar posted to website.~Communication will be done in home language as appropriate. ~Family Curriculum Nights (Book Fairs, Math, and Science Fair) ~Family Reading Experience ~Spanish translators on staff. ~Teachers will respond to parent requests for information. ~Use of TransAct translation software when applicable.~Bimonthly Calendar of Events is sent home with students to invite parents to SAC meetings, PTO meetings, and other school events.~Use Remind to send messages via text message to parents about important events.~Meadow Park APP that has information for parents about school telephone numbers, teacher websites,Champs Cafe, School Events, etc. ~Booklet of common translated phrases at reception desk for parents/staff. ~Parent Institute Weblink on school and district websites in English and Spanish.~Parent Guide in English and Spanish sent home to each family and on district and school website.~Workshop information is sent home to families unable to attend upon request. |

**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%3A%5CUsers%5C0787050509%5CDownloads%5CfileUploads%5C080141_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%3A%5CUsers%5C0787050509%5CDownloads%5CfileUploads%5C080141_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%3A%5CUsers%5C0787050509%5CDownloads%5CfileUploads%5C080141_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 | Annual Title I Meeting/Open House | 1 | 700 | To provide support to classroom teachers to enrich students' learning. |
| 2 | Science Night - Imaginarium | 1 | 92 | To increase parent involvement with science |
| 3 | Family Reading Experience (FRE) | 69 | 1750 | To help parents build better readers |
| 4 | FRE Parent Trainings | 4 | 78 | To provide parents with academic resources to support their children |
| 5 | Pizza with Principals | 1 | 75 | To introduce and meet the principals before the start of the school year. |
| 6 | Parent Recess Day | 4 | 800 | To involve parents in physical activity with their children. |
| 7 | PTO | 6 | 108 | To support and increase parent involvement at MPE. |
| 8 | SAC | 10 | 90 | To increase collaboration and communication to support student success. |
| 9 | District PIPT Training | 1 | 7 | To increase collaboration and communication to support student success. |
| 10 | Student Led Conferences | 1 | 100 | To increase collaboration and communication to support student success. |
| 11 | Dancing with Data | 1 | 107 | To increase collaboration and communication to support student success. |
| 12 | Science Fair | 1 | 50 | To increase parent involvement with science |
| 13 | Florida Standards Assessment Meeting | 1 | 6 | To increase collaboration and communication to support student success. |
| 14 | Kindergarten Roundup | 1 | 70 | To increase collaboration and communication to support student success. |
| 15 | iMom/All Pro Dad | 16 | 435 | To increase collaboration and communication to support student success. |
| 16 | Award Ceremonies | 12 | 500 | To increase collaboration and communication to support student success. |
| 17 | Accelerated Reader Book Bash | 1 | 50 | To increase collaboration and communication to support student success. |
| 18 | Spookley Movie Night | 1 | 75 | To build awareness of bullying. |
| 19 | Book Fair  | 2 | 350 | To increase parent involvement with reading. |
| 20 | Leadership Day | 1 | 70 | To increase parent involvement with the 7 Habits. |
| 21 | Family Engagement Conference | 1 | 2 | To share parent involvement activities to improve student achievement. |

**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 | Critical Thinking -Student-Led Conferences | 1 | 45 | To build capacity within the staff to hold student-led conferences with parents. |
| 2 | SAC Meeting - FSA | 1 | 5 | To inform parentsand staff about the state-wide test, FCAT |
| 3 | PIPT Training Day | 1 | 7 | To increase parent involvement and increase student achievement |
| 4 | Data Days | 18 | 792 | To build capacity with the staff to disaggregate their classroom data and inform parents. |
| 5 | Family Engagement Conference | 1 | 2 | To increase parent involvement and increase student achievement |
| 6 | Title I AFA Monthly PLC | 10 | 1 | To increase parent involvement and increase student achievement |

**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 | Childcare/Activities | An adult will provide learning activities for children. |
| 2 | Previous Negative School Experience | Welcoming Inclusion Environment |
| 3 | Meeting Times | A rotating am/pm schedule for PIT Crew meetings. |

**Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the previous schoool year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

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| **count** | **Content/Purpose** | **Description of the Activity** |
| 1 | Increasing Parent Participation | Parent Recess Day - Parents participated in recess activities with their children. |
| 2 | Building Capacity of Parents | iMom/All Pro Meetings - Parents and their children attended meetings where parenting tips were given. |
| 3 | Increasing Parent Participation | Science Fair - Parents were invited to view and discuss science fair projects completed by the students. |
| 4 | Building Capacity of Parents | Family STEM Night - Parents and students completed STEM activity stations learning about the princples of science, technology, engineering, and math. |