## PORT SALERNO ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Patricia Harvey , 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:** We are dedicated and accountable to the children, parents and community. We work collaboratively to provide successful educational experiences for all students to become productive citizens. |

**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:** After careful review of our 2014-2015 School Advisory Council minutes and discussions, we are continuing the emphasis on reinforcing parent membership. Our meetings will take place following student drop off in the morning at our adjacent campus at the Parent Resource Center. The Parent Resource Center staff provides translation of the meeting as it occurs, and the PRC staff members have developed strong relationships with our parents. Additionally this center provides academic support materials, and parents are given opportunities to develop a deeper understanding of how they can help their children while at the PRC. As a result of school climate surveys (completed by parents) we have expanded our PTO membership and opportunities for parent involvement, such as hosting parent coffees, parent lunch and learns, parent university nights and the publication of the school newsletter in English and Spanish. Our SAC parent representatives, alongside our teachers, are planning and organizing the coffees, the parent lunch and learn activities, our family academic nights, and three parent university nights which will be promoted on our 2015-2016 school calendar and in our newsletters. |

**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 | Kindergarten Screenings | Pre K Programs- parents and students are invited to two different programs at school prior to the start of kindergarten |
| 2 | Kindergarten Open House | Parents are invited to the Open House on August 20, 2015 regarding programs, curriculum and assistance to acquaint all incoming Kindergarten students and their parents. |
| 3 | Open House 1st-5th Grade | Parents are invited to the Open House in the afternoon of August 20, 2015 regarding programs, curriculum and assistance. |
| 4 | Curriculum Night Gr K-1 | Parents are invited to attend a family back to school night (curriculum night) for students in K-2 on September 8, 2015 regarding learning goals, report cards and ways parents can support children's learning at home. |
| 5 | Curriculum Night Gr 2-5 | Parents are invited to attend a family back to school night (curriculum night) for students in grades 3-5 on September 10, 2015 regarding learning goals, report cards and ways parents can support children's learning at home. |
| 6 | Parent Resource Center | The PSE Parent LIaison, Parent Resource Center representatives and our instructional coaches will provide training for parents to on a variety of strategies. |
| 7 | Family Science Night | Parent University Night focusing on science activities in which parents and students can become involved and then replicate at home will be presented by teachers and staff. |
| 8 | Family Literacy Night | Parent University Night focusing on literacy activities in which parents and students can become involved and then replicate at home will be presented by teachers and staff. |
| 9 | Family Math Night | Parent University Night focusing on math activities from the Lawrence Hall of Science Family Math Program in which parents and students can become involved and then replicate at home will be presented by teachers and staff. |
| 10 | Parent Coffees | Three parent coffees will be hosted to provide parents an opportunity to engage informally in conversation about current educational changes and practices to help them to learn how instructional shifts of the CCSS support their children's learning |
| 11 | Parent Lunch and Learn | Parents will be invited to two lunch and learn activities to hear guest speakers' updates on parent activities & initiatives that can be incorporated into homework help. |
| 12 | Parent Literacy Day | To celebrate the Florida Literacy Week, we will host a “Bring Your Parent to School” day the week of January 26th for parents to bring read alouds and other literacy activities the children enjoy at home. The theme is “Reading Accelerates Success”. |
| 13 | Back to School Speaker | On September 30th, Esmerelda Santiago will present to parents ideas for helping children to set goals and be successful in school |
| 14 | Hispanic Heritage Night | On October 21st, Manny Diaz will celebrate with our families the contributions of members of the Hispanic community to our state and nation. |
| 15 | Parent Involvement Night | On January 20th, Tonya Lewis Lee will speak to our parents on how they can support their children in learning and planning for academic success. |
| 16 | Port Salerno Talks | Throughout the year, families are invited to attend our Early Language Training Programs for families. |

**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 | Open House Meeting to share Title I Program Information and Achievem Data (both English and Spanish) | Principal | August 20, 2015 | PowerPoint Presentation |
| 2 | Curriculum information to parents including CCSS and parent participation opportunities  | Principal | September 8 & 10, 2015 | Copy of presentation and staff sign in roster |
| 3 | SIP PBIS & Parent Coffees & Involvement Team Meetings | Asst. Principal | August, 2015 to May, 2016 | Mtg. Minutes and sign in roster |
| 4 | SAC Meeting/review data | Asst. Principal | September, 2015-May, 2016 | Minutes and sign in roster |

**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:** Port Salerno Elementary will provide three Parent Coffees scheduled for 7:30 AM, two Parent Lunch & Learns scheduled for 11:30 AM and three Parent Unviersity Nights at 6:00 PM. to extend opportunities for parents to participate in learning opportunities. Three national speakers are scheduled for our families: Esmerelda Santiago, Manny Diaz and Tonya Lewis Lee to encourage parents to set high goals for the children. PTO Meetings are held monthly, and School Improvement Committee meetings are held monthly at 2:10 pm and are facilitated by teacher leaders and parents. Our School Advisory Committee Meetings are held on the third Tuesday of the month at 7:30 a.m. Parent/Teacher conferences are held two times a year from 5-8pm. Bilingual translators are in attendance for support. Transportation is made available to parents in need by our parent liaison and ELL paraprofessional. |

**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 | Family Back to School - Curricular Nights | Teachers of grades K-5 and Principal | Enables parents to become aware of standards addressed in all curricular areas and to learn how to accesss the new FOCUS online report cards. | September 8 & 10, 2015 | Parent participation |
| 2 | Parent Involvement Team | Parent Liaison, Principal and Asst. Principal | Increasing parents awareness of ways to support student learning at home. | August 2014- June 2015 | Attendance at Monthly Cmte Meetings, Monthly PTO Mtgs. attendance of parents at Parent University Nights |
| 3 | Family Night- Literacy | Principal, Asst. Principal and Teachers | Increase parents' ability to support student learning at home. | October, 2014 | Parent Participation Logs  |
| 4 | Family Night- Math  | Principal, Asst. Principal and Teachers | Increase in math proficiency and growth on iReady assessments. | November, 2014 | Parent Participation Logs |
| 5 | Parent Coffees | Principal, Asst Principal | Increased Fountas/Pinnell Reading Levels and iReady performance. | September, 2013-April, 2014 | Parent Participation Logs |
| 6 | Family Night - Science | Science Lab Teacher, STEM Team, Principal, Asst Principa | Increased science proficiency FCAT Science | February, 2015 | Parent Participation Logs |
| 7 | Parent Speakers | Principal | Parents will support children in setting high academic goals through attending presentations by three different national speakers | September 30, October 21, January 20 | Parent Participation 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 | Staff training on how to provide curricular information to parents | Literacy and Math Coaches | Increased parent involvement increases student achievement. | August 2015 - May 2016 | Attendance record in ERO |
| 2 | Training on Title I Program & Parent Compact | Principal | Increased connection of all key stakeholders (parents, students, teachers and administrators) to support student achievement. | August 2015 | Compact log compiled by Parent Liaison |
| 3 | Training for staff on effective parent/teacher conferences | PrinAsst. Principal | Increased parent skill in supporting student achievement. | October 2015 | Parent/Teacher Conferences Attendance Logs |
| 4 | Training for paraprofessionals and non-instructional personnel on strategies to increase parent involvement | Parent Liaison and Coaches | Increased parent involvement | November, 2015 | Participation Logs and Evaluations |

**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:** Staff training for all new teachers (6) on the resources available at the Title I funded Parent Resource Center will be completed by the PSE New Teacher/Mentor Leadership Team (led by Mrs. Nicole Bagley) in August, 2015 and validated by PRC logs. In addition, the Parent Resource Center will be "advertised" at school on Parent Conference night at the fall conferences, and teachers will provide full explanation of the function and resources provided for parents and students. Alert Now informational phone message will be sent out to all families (in English and Spanish).School newsletters will provide updated information throughout the school year in both English and Spanish.School Advisory Council Monthly Meetings will be held at the Parent Resource Center.  |

**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:** A summer ‘Welcome Back to School" letter will notify parents of important back to school dates/times, including our Open House event during which we will provide Title I programming information, and the Curriculum Night schedule. The school newsletter, quarterly District Title I newsletters and automated phone calls (all in both English and Spanish) are created to provide valuable information to all families. Included is timely information about the Title I programs, grade level curriculum and academic assessments. We will host three parent coffees, two Lunch and Learn activities and three Parent University Nights, as well as the evenings during which national speakers will present, to provide varying times and opportunities for parents to attend, learn and dialogue about educational programming and how best to support their children's learning in the home. Parents will be given opportunities to provide feedback in the form of a survey. |

**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:** All communication is provided in English and Spanish. Translators are available at every school event. Communication in English and Spanish will be facilitated through newsletters, letters, flyers and automated phone messages. A bilingual Family Liaison is available to translate and provide information to parents and families at every meeting, and to answer calls at school, to meet with parents throughout the school day and to actively recruit parents to participate on the PTO and School Advisory Council in order to represent the school's diverse ethnicity. |

**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:

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| **count** | **Activity**  | **Description of Implementation Strategy** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** |
| 1 | Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];and | SAC parents are involved in the Professional Development planning for teachers and staff | Principal, SAC Chair | Increased awareness of Professional Development by parents is beneficial to awareness of staff needs and student achievement goals. | August 2015 - June 2016 |
| 2 | Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and | Materials will be purchased for training for parents  | Principal, School Advisory Council, Literacy Coaches | Increased reading proficiency. | August 2015-May 2016 |
| 3 | Training parents to enhance the involvement of other parents [Section 1118(e)(9)]; | School Leadership Team to support the learning of our parents. | Principal, Asst. Principal, Parent Liaison and teachers | Increased parent participation enables and increases student learning. | September 2015-June 2016 |
| 4 | 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)]; | Meetings are held in the morning, afternoons and evenings with translators available to provide assistance to those in need. Transportation is provided. | Principal, Asst. Principal, Parent Liaison | Reducing barriers preventing parent participation in PI events, increases parent involvement and student achievement. | August 2015- June 2016 |
| 5 | Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and | SAC and Leadership Team meet monthly to utilize various resources and to plan Parent Involvement events. | Asst. Principal, Parent Liaison and teachers | Involving parents in the planning of Parent Involvement plans will result in greater attendance, thus, greater student achievement. | Sept. 2015 -May 2016 |
| 6 | Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)]. | Leadership Team, SAC and Intervetnion/Problem Solving coach will utilize community based organizations to provide student support and to host Port Salerno Talks Early Language Initiative, Parent University: Math, Science and Literacy Night events. | Principal, I/PC, Instructional Coaches and Parent Liaison | Increasing community support of parent involvement will increase student achievement. | Sept 2015 - April 2016 |

**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%5Charveyp%5CDownloads%5CfileUploads%5C430101_2015-2016_uploadEvidenceParentInput.doc) |

**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%5Charveyp%5CDownloads%5CfileUploads%5C430101_2015-2016_uploadCompact.doc) |

**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%5Charveyp%5CDownloads%5CfileUploads%5C430101_2015-2016_uploadCompactEvidence.doc) |

## 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 | Parent Open Houses | 2 | 400 | Parents' understanding of standards will increase reading, writing and math acheivement. |
| 2 | Parent Curriculum Nights | 2 | 300 | More support on students' reading at home, using journals and increasing performance on iReady. |
| 3 | Parent Coffees | 3 | 70 | Increased knowledge of supporting students in reaching high levels on goal/scales will result in high FSA and iReady scores. |
| 4 | Parent Lunch and Learns | 2 | 110 | Increases in writing and reading scores on FSA and iReady. |
| 5 | Parent University Nights | 3 | 500 | Increased student growth on iReady ELA and math assessments. |
| 6 | PBIS Carnival | 1 | 800 | Increases student self-efficacy will increase academic performance. |
| 7 | Parent-Teacher Conferences | 2 | 1200 | Increased intervention support will result in increased academic growth. |
| 8 | PTO | 6 | 60 | Parent involvement PTO engages families in supporting children to read, write and complete math assignments. |

**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 | Conferencing with Parents | 2 | 65 | Increased reading and math acheivement as a result of helping parents know how to support these subjects at home. |
| 2 | New Teacher Parent Resource Center Utilization | 1 | 15 | Increased weekly completion of readin logs to increase reading levels. |
| 3 | Dr. Carol Flexer: Understanding the Brain and Language Development | 1 | 65 | Helping parents know the important of access to books and talking with the children to increase oral language. |
| 4 | Supporting ELL's | 1 | 65 | Increased growth across all grade levels in math, reading and science. |

**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 | Transportation | Secure a van and provide transportation to families to school conferences and parent learning events. |
| 2 | Early Language Development Deficits | Expand Port Salerno Talks: Early Language Development Program |
| 3 | Lack of awareness of opportunities for students beyond school | Speakers: Esmerelda Santiago, Manny Diaz, Tonya Lewis Lee |

**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** |