

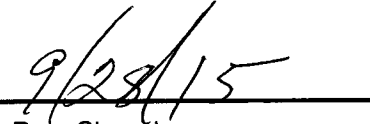
## SPOOK HILL ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Eric Edwards, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

### Assurances

- The school will be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(b)(1) and (c)(3)];
- Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118 (b)(1)];
- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide program plan under section 1114(b)(2) [Section 1118(c)(3)];
- Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy [Section 1118(a)(E)];
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
- Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
- Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section (h)(6)(A)].

  
Signature of Principal or Designee

  
Date Signed

### Mission Statement

#### Parental Involvement Mission Statement (Optional)

**Response:** District and School-based Title 1 Parent Involvement Programs in Polk County will strive to BUILD RELATIONSHIPS to create real family engagement for every child, every family, every teacher, every day.

### Involvement of Parents

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Signature of Principal or Designee

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#### Parental Involvement Mission Statement (Optional)

**Response:** District and School-based Title 1 Parent Involvement Programs in Polk County will strive to BUILD RELATIONSHIPS to create real family engagement for every child, every family, every teacher, every day.

### 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:** A team of parents alongside the Program Facilitator met to plan for the revision of the Spook Hill Parental Involvement Plan for the 2014-2015 school year. Parents and the Program Facilitator reviewed the 2013-2014 plan and discussed ideas for the 2014-2015 plan during a meetings held in spring of 2014. The 1% expenditure will be discussed and approved by the School Advisory Committee in the spring 2014 meeting.

## 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	Head Start	A national program that promotes school readiness by enhancing the social and cognitive development of children. Parents will be included in the workshops presented during curriculum nights. Parents will also be able to check out materials from the school's library.
2	VPK	A program that promotes school readiness by enhancing the social and cognitive development of children. Parents will be included in the workshops presented during curriculum nights. Parents will also be able to check out materials from the school's library.
3	IDEA	A program that provides services to individuals with disabilities. Our guidance counselor is the facilitator of this program and works with a team to assist parents in working with their children at home.
4	Title I	A program that provides extra funding to schools with a high percentage of economically disadvantaged students in attempt to close the achievement gap.
5	ESOL	A program that provides services to students speaking English as their second language.

## 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	- A PowerPoint presentation of the Title 1 program will be presented.including Rights of Parents	Administration and Title One Coach	September 2015	Parent Evaluations
2	The School/ Parent Compact will be presented using a PowerPoint Presentation.	Title One Contact and teachers	September 2015	Parent Evaluations
3	Evaluation of Annual Prent Night/Opportunities for parents to have input on their child's education	Administration and Title One Coach	September 2015 - week of the meeting	Parent Evaluations
4	Parents notification of Annual Parent meeting through newsletter, flyers, and agendas	Title One School Coach	September 2015 - week before meeting	Parent Evaluation
5	Discussion of district and state assessments, Florida Common Core Curriculum	Administration and Coach	September 2015	Parent Evaluation
6	Send home handouts to all parents that did not attend due to barriers	Teachers and staff	September 2015-day after the meeting	Parent Evaluations

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	Diversity Training	Ernest Joe/Rubie Kauffman	Increase the level of parent involvement	Fall 2015	Conference Sheets and Parent Feedback
2	Parent Conferencing	Rubie Kauffman	Increase parent communication	Ongoing 2015-2016	Annual Survey
3	ESOL Teaching Strategies, Title III Procedures, Identifying and Implementing, and Continuing Services	Rubie Kauffman	Increase the level of academic performance using ESOL Strategies, ongoing progress monitoring.	Fall 2015	Academic Data and Parent Surveys

## 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:** Kindergarten Round-up will be held in the Spring of 2016. This event will provide information to parents on curriculum, expectations, and registration for parents of incoming Kindergarten students. This event will be conducted by Administration, Kindergarten teachers, and interventionists.

Thanksgiving on the Hill - community members and parents participate and celebrate the fall harvest through a traditional Thanksgiving meal.

Parent Institute: Provide a web link on our school website for parents to access free resources on the Parent Institute website, such as discipline videos, reading tips, and other helpful strategies.

Also, parents have access to the PIRC and PLUGs.

## Communication

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]:

- Timely information about the Title I programs [Section 1118(c)(4)(A)];
- Description and explanation of the curriculum at the school, the forms of academic assessment used to

measure student progress, and the proficiency levels students are expected to meet [Section 1118(c)(4)(B)];

- If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children[Section 1118(c)(4)(C)]; and
- If the schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will include submit the parents' comments with the plan that will be made available to the local education agency [Section 1118(c)(5)].

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

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

#### Student Planners

#### Use of school and District Website

Parent Portal - a link to the online Parent Portal is available on the school website.

Parent email addresses given to teachers to continue the line of communication.

School Messenger - used to notify all parents of upcoming events.

#### School Marquee

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## 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:** Parents are given opportunities to participate in decision making relating to their child's education by participating in the Parent Teacher Organization (PTO) or the School Advisory Committee (SAC). Parents may also have an opportunity to be involved in educational decision

making for their child through the Problem Solving/Response to Intervention (MTSS) process and Staffing meetings for special services/ESE. ESOL para educator will help students and parents with communication difficulties. We will provide translators for parent nights. Wheelchair/ Stroller ramps are provided throughout the campus. Multiple sources will be used to communicate opportunities for involvement to parents, access to teacher email, student portfolios, and student agendas.

## 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	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	Provide professional development to increase student achievement	Administration, Title One Coach	Increase in student achievement	Ongoing
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)];	Providing parents with training on ways to help their children at home	Spook Hill staff	Increase in student achievement	Ongoing
3	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Local volunteers and Community members read to students	Volunteer Coordinator	Increase in student achievement	Ongoing

## 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

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## 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	Writing Night - 4th grade	1	412	To inform parents how to help their students with writing at home
2	Open Media Nights	2	434	To help put books in families hands and provide various curriculum activities that parents can recreate at home.
3	Science Gross Out Night	1	418	Build a love for science and help families gather ideas on how to do fun science activities at home

### 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	Effective Parent Conferencing	1	50	To allow teachers to better communicate and relate to our parents

### 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	Transportation	Offering events at multiple times
2	Language	Provide translators
3	Time	Offer flexible meetings

### 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
1	Building Capacity of Parents	Thanksgiving on the Hill
2	Increasing Parent Participation	Award Ceremonies



3	Increasing Parent Participation	Eating lunch with children
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