## GIBBONS STREET ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Michelle Browning, 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:** District and School-based Title I 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.  At Gibbons Street Elementary we value parent involvement. We will strive to ensure that all parents feel welcome and valued, Communication, activities and resources will be provided on an ongoing basis to ensure maximum involvement of families. |
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**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:** Parents will have the opportunities to participate in the planning, review, and improvement of Title 1 programs by attending quarterly School Advisory Council (SAC) meetings.  We will also will coordinate and integrate parental involvement activities and newsletters that teach parents how to help their children at home.  Parent Involvement funds are spent on Agendas, monthly newsletter and Food for Report card Dinner Nights |

**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, Part A | Title I, Part A, funds school-wide services to Gibbons Street Elementary. The Title I funds provide supplemental instructional resources and interventions for students with academic achievement needs. Title I, Part A, support provides after-school instructional programs, supplemental instructional materials, resource teachers, technology for students, professional development for the staff, and resources for parents. |
| 2 | Title I, Part C- Migrant | Migrant students enrolled in Gibbons Street Elementary will be assisted by the school and by the District Migrant Education Program (MEP). Students will be prioritized by the MEP for supplemental services based on need and migrant status. MEP Teacher Advocates, assigned to schools with high percentages of migrant students, monitor the progress of these high need students and provide or coordinate supplemental academic support. Migrant Home-School Liaisons identify and recruit migrant students a |
| 3 | Title II | Professional development resources are available to Title I schools through Title II funds. In addition, School Technology Services provide technical support, technology training, and licenses for software programs and web-based access via Title II-D funds. Professional development resources are available to Title 1 schools through Title II funds. At Gibbons Street these funds will be used to provide substitutes, or Special Activities Pay, to facilitate curriculum development. |
| 4 | Head Start | Head Start is located on our campus. Resources are provided to the program to assist in the transition of students from Pre-K to kindergarten. Head Start teachers may participate in professional learning opportunities offered to school staff, and they are involved in Professional Learning Community activities with kindergarten teachers. Parents of Head Start students are invited to participate in parent workshops and activities provided by the school. |
| 5 | Exceptional Student Education (ESE) | Gibbons Street Elementary supports the needs of students with disabilities in adherence with the federal laws for the individuals with Disabilities Education Act (IDEA). Programs are available for PreK through fifth grade, as well as, a Gifted Program. |
| 6 | English to Speakers of Other Languages (ESOL) | Teachers are trained to use ESOL strategies to make learning comprehensible. Students receive the same grade level curriculum as their non-ESOL classmates. Bilingual para educators are available to assist English Language Learners. Parents will receive assistance with parent-teacher conferences and translation services at family events. |
| 7 | Hearth Program | Funded through Title X – Homeless, the Hearth Program provides support identified homeless students. Title I provides support for the program, and many activities implemented by the Hearth program are carried out in cooperation with the Migrant Education (MEP funded through Ttile I, Part C |
| 8 | Violence Prevention | Title IV provides violence and drug prevention programs in schools in order to promote a safe school environment. Gibbons Street Elementary addresses anti-bullying education through the district Bullying lessons, daily ITV segments for all student and supplemental agenda materials for use at home and in the classroom. |

**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 | Advertised on School Marquee | Designated Title I person | September 14, 2015 | Number of Participants |
| 2 | Annual Meeting flyers and agenda labels sent to families | Designated Title I person | September 16 & 21, 23 2015 | Number of Participants |
| 3 | Agendas | Teachers | Sept 22, 23 2015 | Number of Participants |
| 4 | Annual Meeting agenda and sign-in sheets prepared | Designated Title I person | September 23, 2015 | Number of Participants |
| 5 | PowerPoint presentation explaining Title I | Designated Title I person | September 24, 2015 @ 5:00 | Parent Evaluations |
| 6 | Translation services provided | ESOL Para | September 24, 2015 | Annual Parent Survey |
| 7 | Parent input encouraged | Designated Title I person | September 24, 2015 | Parent Evaluations |

**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:** Parent meetings and workshops will be provided in the evenings as well as mornings. Including Dads and doughnuts, Moms and Bagels. Award ceremonies are held each quarter in the morning. Translation services are provided for all meetings if needed. Home visits are made by teachers, administrations and Guidance when needed.  Transportation is provided to parents y staff if needed to attend meetings  Gibbons Street Elementary is able to accommodate parents with disabilities, via ramps, wide doors, hearing impaired, and translations services   Parent/Teacher conferences will be made by appointments so that the meetings can be flexible with dates and times that best accommodate the schedule of the parents. Before school, during school or after school. Home visits are made also.  Parent Workshop Nights are held in the evenings once a quarter.  Parent Back to School/Annual Title I meeting was held Thursday, September 24, 2015 from 5:00 pm - 6:00 pm.  Family Report Card nights will be held from 5:00 pm-6:00 pm on the following dates:  Monday, November 9, 2015 Wednesday, February 3, 2016 Monday, April 18, 2016  School Advisory Council will meet at 3:15 on the following dates:  Monday, November 2, 2015  Monday, December 7, 2015  Monday, February 1, 2016  Monday, March 7, 2016  Monday, June 6. 2016    All of the above with translation as needed. |

**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 | Reading, Math, Science Workshops | Teachers | Parents are given ideas how to help students achieve academically and shown relevant strategies used in the classroom. Materials are provided to parents. | Quarterly | Sign in Sheets |
| 2 | Send home informative flyers, newsletters, or brochures with suggestions of how to help students achieve | Designated Title I person | Parents are given ideas how to help students achieve academically. Materials are provided to parents. | Weekly or monthly as determined by need | Surveys completed by parents |
| 3 | Parent Conferences | Admin/Teachers | Provide parents with information regarding their child. They are given ideas how to help students achieve academically. Any materials needed are provided. | By appointment, throughout the year | Parent Conference Log |
| 4 | Technology and My Polk Schools Parent Portal | Network Manager and grade level teachers | Parents are given ideas and technological resources to help their student achieve academic success. Parents can access their child's information from any computer to check grades, discipline and attendance. | Ongoing | Parent survey |
| 5 | Report Card Parent Nights | Teachers and administration | Parents are able to discuss their child's grades with the teacher. If needed, the teacher can give the parents suggestions to the parents to help improve grades. | Quarterly | Parent survey |
| 6 | Kindergarten Roundup | Teachers, office staff, administration, Reading Interventionist | Preparing incoming KG students and their families for KG entry. | Spring 2016 | Parent survey |
| 7 | School Advisory Council | Administration, Reading, Community members | During the year the SIP is revisited to ensure strategies and action are providing the desired outcomes. | The first Monday of each month October through May | SAC feedback |

**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 | PBS Mentoring Program | Teachers, administration, Program Facilitator | Provide positive role models for students. | Ongoing | Decreased behavior issues, improved grades and attendance |
| 2 | Book Study: Daily 5 Café | Administration, Leadership Team | Centers for reading and math | Sept, 2015 – May 2016 | Teacher Surveys, Increased student Achievement |
| 3 | Book Study: Teach Like A Champion | Administration, Leadership Team | Techniques for classroom management. High expectations | Sept 2015- May 2016 | Teacher Surveys, Increased Student Achievement |
| 4 | Positive Communication with Families | Administration | Positive relationships between the school and home | October – November 2015 | Climate 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)].

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| **Response: Gibbons Street Elementary’ s Parent Involvement Paraprofessional and Title I person will send home monthly Title I Newsletters, along with other parent tips, resource sheets regarding the Parent Involvement Resource Center (PIRC) and/or available in the school office. Title I bulletin board is located in the school office with all the information sheets for parents to see regarding the PIRC. A notebook with the District Parent Involvement Plan, Plan Summary, School-Parent Compact, GSE PIP is located in the office.**  **Information regarding district sponsored events such as Parent University in the Fall and Spring, along with the WE3, will be communicated with families.** |

**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: Gibbons Street Elementary will provide parents the following information:**  Information about Title 1 programs, the School-Parent Compact and Parent Involvement Plan Summary. These documents as well as the availability of Title I Newsletters, monthly parent tips, and other information will be explained during the Annual Parent Meeting.  Information about the Parent Portal will be distributed to parents at Orientation and throughout the year. Designed to enhance district-to-school-to-home communication as outlined in the Polk County Schools Strategic Plan. The Parent Portal can be accessed after registering at polk-fl.net. Information regarding the Parent Portal will be provided at the school office.  Parental input about their child's education occurs during SAC meetings, Title I meetings, building capacity workshops, and during parent/teacher conferencing.  The Gibbons Street Elementary website is loaded with information for the parents, regarding the PIRC centers where workshops and trainings are held. There is a calendar of events that is updated regularly  Teachers and staff communicate to parents via Agendas, emails as well as phone conferences.  Gibbons Street Elementary sends home monthly newsletters as well as grade level newsletters, Interim reports are sent home addressing students’ progress.  Gibbons Street Elementary offers tutoring in the Fall |

**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: Gibbons Street Elementary will** provide full opportunities for participation in parent involvement activities, including parents of children with limited English proficiency, disabilities  The school has ramps that are wheelchair/stroller friendly. The school also has appropriate handicapped parking. Translation is provided as necessary for hearing impaired, Spanish, Haitian Creole family members.  Parents are invited to serve on the School Advisory Council and participate in all planning for the School Improvement Plan and Title I Parent Involvement Planning and implementation.  Gibbons Street Elementary is working to establish a PTO that will work with the Title I Parent Involvement Para Professional to increase the level of parent participation in activities to build capacity and create a caring, inviting culture for all school stakeholders. |

**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:

Literacy, English trainings are held at the parent centers, Information is sent home monthly on what trainings are taking place.

Gibbons Street Elementary provides food for Report Card Dinner Nights.

Doughnuts with Dads is held to provide help for Dads to be more involved.

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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.

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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 Parent Meeting 9/18/2014 | 2 | 137 | Informing parents about what is available to them and their children because of Title One gives them opportunities to attend parent meetings and trainings which will in turn help our students. |
| 2 | Report Card Night Nov. 3, 2014 | 2 | 300 | Parents can conference with teacher to see if there are areas the student needs help and get ideas about what they can do at home to improve grades if needed. |
| 3 | Report Card Night January 29, 2014 | 2 | 300 | Suggestions for at home help was provided for specific areas of weakness. Parents were then able to help their child at home. This extra support will help the student in those areas. |
| 4 | Report Card Night April 13, 2015 | 2 | 180 | Parents conferenced with teachers, picked up report cards, and ate dinner with their child. |
| 5 | Math and Science Expo April 13, 2015 | 2 | 180 | Parents and students are able to see Science activities which will hopefully build an interest in Science for those students. |

**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 | A book study was done using the book Using Equity Audits in the Classroom to Reach and Teach All Students | 1 | 16 | Chapter 7 dealt with ways to involve parents in their Childs’s learning which would have a positive impact on their 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 | Our school’s main barrier is we have a high percentage of economically disadvantaged parents. | Last year we tried to provide snack/food as a part of our meetings, which did help. |
| 2 | Some parents have small children which might hinder their attendance | We can try and provide childcare for the parents. |
| 3 | Lack of parent participation –Affected all sub-groups | Parent Involvement Para Professional to help develop and communicate monthly parent 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** |
| 1 | Receive Report Cards/Parent Involvement /More Parent Teacher Communications Regarding Students Progress | Report Card Dinner Nights |
| 2 | Parent Involvement | Field Day |
| 3 | Awards | Award Ceremonies |