

STARLIGHT COVE ELEMENTARY SCHL Title I, Part A Parental Involvement Plan

I, Cara Hayden , 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
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Mission Statement

Parental Involvement Mission Statement (Optional)
Response:

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)].

Response: Parents will be invited to be voting members of our School Advisory Council (SAC). Phone calls home as well as flyers asking for members are sent in August and September. Voting members will be selected in accordance with the SAC By-Laws to ensure the required ratio of staff, parents and community membership.

The School Improvement Plan will reviewed by parents at these monthly meetings to ensure understanding and

involvement. Parents will be involved in the development of the Family Involvement Policy/Plan and the School-Home Compact. Input from parents will be documented in SAC minutes. In addition, samples of feedback left on our Edline website will be kept on file.

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	VPK Program	Assistance with transition to Kindergarten.
2	A.R.M.Y. Dads	Active Responsible Men for Youth... Assistant Principal will coordinate Father-child workshops and meetings.
3	Parent Workshops	Counselors deliver parent workshops 1x/month on topics such as "7 Ways to Help Your Student" and "Bullying Prevention". Counselors will often invite outside community agencies such as PBSO.
4	Migrant Student Services	Our ESOL Guidance Counselor serves as our Migrant Contact. She keeps a list and is sure to provide support to students, when necessary.
5	Exceptional Student Education	Our ESE teachers and coordinator work closely with district ESE support personnel to service students and 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)].

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Backpack Flyer	Assistant Principal	One week before event	Flyer
2	One-Voice Call-out the evening before	Principal	October 1, 2015	Attendance/Sign in
3	Power-Point Presentation on Parents Right to Know.	Assistant Principal	October 1, 2015	Parent Feedback/Minutes
4	Marquee Advertisement	Principal	October 1, 2015	Attendance/Sign in
5	Title I Annual Meeting	Assistant Principal	October 1, 2015	Sign in, agenda, minutes, evaluation
6	Discuss Highly Qualified	Assistant Principal	October 1, 2015	Sign-in, minutes, agenda PowerPoint
7	Student Standards and Assessments	Assistant Principal	October 1, 2015	Sign-in, minutes, agenda PowerPoint
8	Title I funding	Assistant Principal	October 1, 2015	Sign-in, minutes, agenda PowerPoint
9	Changes from FCAT to FSA	Assistant Principal	October 1, 2015	Sign-in, minutes, agenda PowerPoint
10	DOJ Agreement Parent Informational Session	Administration	October 1, 2015	Sign-in sheets, 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)].

Response: To the extent feasible, Starlight Cove Elementary School will hold SAC Meetings, PTA Meetings and Parent Workshops on the same evening as a convenience to parents and respect for their time. Teachers will offer flexible meeting times (before school/after school) for individual conferences.

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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Parent Resource Center	Administration	Twice per year	September and February	Agendas, Sign-in sheets
2	Training for Parents in understanding changes on new FSA's	Administration, coaches	One-two meetings per year	Ongoing	Agendas, sign in sheets
3	Monthly Parent Workshops	Administration	One per trimester	Ongoing	Agendas, sign in sheets
4	Translation of all documents sent home	Assistant Principal	One per trimester	Ongoing	Agendas, sign-in sheets
5	FSA Nights	Guidance Counselor/Individual Teachers	Monthly updates and reminders of important dates, times, topics, etc...	Ongoing/monthly	Attendance at meetings
6	Open House	Business Partner Liaison-Guidance Counselor	Parent incentive to get involved.	Ongoing	Sign-in sheets
7	Science Fair Open House	Science Fair Contact	Parents take part/support student creations	January-February 2016	Sign-in sheets
8	Business Partnerships to assist in bringing parents in- Costco(free backpacks).	Administration and Staff	Establishing rapport among parents-teachers.	September-October , 2015	Sign-in sheets
9	Monthly Newsletters	Administration, Coaches, Resource Teachers	Understanding of new Florida Standards Requirements, scope, type of questions, etc...	January-February 2016	Evaluations/Sign-in sheets
10	Active Responsible Men for Youth (ARMY) Dads Meetings	Community Language Facilitators	Parent support of child's initiatives.	Ongoing	Attendance numbers at meetings.
11	Information and Training to Parents on the importance of attendance of their children.	Guidance Department	Home support for emotional well-being	Ongoing	Sign ins
12	Informing parents on the use of the Extended hour	Assistant Principal	Understanding of school needs.	October 2015	Classroom achievement.
13	DOJ Informational Meeting	Media Specialist	Support for parents to work with children at home.	Ongoing	Classroom achievement and FCAT results
14	Academic Parent Teacher Teams (APTT)	Teachers, Administration	Mandatory meetings with parents 3x per year	October 2015-March 2016	Class work, sign in sheets

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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	PowerPoint Presentation to teachers to review A Plus status	Administration/Coaches	Review of FSA's. LAFs, MAFs	Ongoing	Sign in/Evaluation
2	PDD/Faculty Meeting on Parental Involvement	Assistant Principal	Teachers will learn research-proven methods to establish lasting, supportive relationships with parents.	September 2015	Agenda
3	PDD/Faculty Meeting on dealing with difficult parents	Assistant Principal	Parents more comfortable with teachers	October-November 2014	Agenda/Minutes PDD
4	Standards Based Report Card	Administration	Teachers able to explain report card to parents	Ongoing	Parent conference notes
5	Curriculum/Extended Day	Administration, Coaches and Resource Teachers	Teachers able to explain curriculum methods, use of the extended hour, etc..	Ongoing	Conference notes, minutes, agendas
6	Response to Intervention	Rtl Resource Teacher	Teachers able to use and explain Rtl process to parents	Ongoing	Agendas, minutes
7	APTT-Academic Parent Teacher Teams	Administration, Teachers	Parents take part/support student learning	3x per year beginning in October, 2015	Classwork, sign ins.

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: Parents will be encouraged to visit our Parent Resource Room. We will keep sign-in/sign out records of items used in the Parent Resource Room.

The Assistant Principal will continue the A.R.M.Y. (Active, Responsible, Men for Youth) Dad's initiative. This program invites fathers and other significant male role models to the school for training to meet the specific challenges of fatherhood.

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: Parents will be informed of student achievement targets and School Grade status and information during our Annual Meeting.

Parents will be informed of the assessments (ie Diagnostic Tests, FSA Test etc...) on an ongoing basis through Edline, teacher newsletters, SAC Meetings, monthly newsletters, and FSA Informational Nights etc... Parents will be informed of their child's progress through teacher reports, progress reports, trimester report cards, and conferences.

Our school utilizes the state and district adopted curriculum. For Reading, we have implemented the Scholastic system. For Math, we use Go Math. Both of these curriculum have built-in home-school communication components teachers send home throughout the lessons chapters.

This year, we will also be using iReady Software as an additional tool to identify and instruct in areas of individual student deficiency. In addition, we will be using other ancillary materials such as Science Studies Weekly Newspaper to build student strength in linking informational text with reading and writing skills. Reading Plus Software will also be used.

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: Starlight Cove will provide Community Language Facilitators in both Spanish and Haitian-Creole to assist parents in understanding and effective communication with the school. Document translation will be done on all relevant items sent home. We do automated telephone "call-outs" in both English and Spanish to remind parents of upcoming meetings. Our ESE contact has a flexible schedule to accommodate child study team meetings for parents of students with disabilities. Our ESOL CLF's will often make home visits to relay important information or get important documents reviewed and signed. Key meeting dates will be listed on our Edline webpage.

In addition, we contact the district for a small contingent of Guatemalan parents who speak only Quanjubal.

We also work closely with the district's Migrant Coordinator, constantly keeping these children identified to avail services to.

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:

☒ Not Applicable

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](#)

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	FSA Night	1	150	Parents made aware of FSA Expectations.
2	Principal Math and Reading Trainings	1	75	Parents given tools to work with their children at home in Math and Reading.
3	DOJ Meetings and Presentations	2	120	Parents given update on DOJ Agreement and Student Code of Conduct

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	Standards Based Report Card	1	200	Teachers educated on changes to report card
2	SAGES	1	85	Teachers trained on SAGES Attendance/Grade software

3	Effective Parent Engagement	1	85	Teachers educated on characteristics of Welcoming Schools
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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	Time. Too many events	Schedule events on same days
2	Focus	Assign staff to monitor initiatives
3	Parents unaware of the impact tardiness or poor attendance have on student achievement	Train parents in awareness and steps to take to ensure good attendance.
4	Poor follow-through with late or poor attending students	Assign staff to monitor and follow through with parents.

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
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