

SOUTHWEST ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Julie Sloan, 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

10-2-15

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: The purpose of Southwest Elementary's parent involvement is to ensure that parents know what academic requirements are for their child. We also like to ensure that parents have multiple ways to support their child both academically and behaviorally at home in order for them to grow and be successful.

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.

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 committee of parents, who were selected through solicitation by monthly newsletter, began meeting in February 2015 to help develop our school's parent involvement plan. The previous year's Parent Involvement Plan was used as well as a set of discussion questions provided by the district office. Based on the feedback at the meetings, parents felt the need to spend our Parent Involvement funds on student agendas, parent communication folders, and any additional funds on Family Nights (parent involvement workshops where parents will be informed about science learning and literacy). The budget was also discussed during the May SAC meeting. Multiple surveys are also sent out for accreditation purposes to solicit feedback from parents about the happenings at school.

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	Voluntary Pre-Kindergarten	Under the guidance of the district VPK program, parents are provided with information on how to help their child prepare for school.
2	Individual Disabilities Educational Act	PK-5 students with disabilities educational needs are met in conjunction with each child's IEP. Parents are part of the IEP committee and are highly involved in the decision making process for their specific child.
3	Parental Resource Center - District Based	Resources are available to parents that will assist them in supporting their students and themselves outside of school. Workshops will be provided by community partners on topics such as finance, internet safety, literacy, ESOL, testing and much more. There is also homework help available two nights a week.
4	Hearth Program	Funded through Title X, provides support for identified homeless students. Various resources are then provided, based upon the needs of the student and family.
5	ESOL	Resources are available in Spanish and Haitian Creole as well as translation upon request, students get extra language assistance primarily in Spanish when they qualify for this program
6	ESE	PK-5 grade students who are identified with educational or behavioral disabilities are served in a variety of units within our school environment.

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	Title One Nuts and Bolts Video and PowerPoint	Julie Sloan, Lorayne Thompson	October 1, 2015 and posted online	Evaluation Feedback
2	Rights of Parents	Julie Sloan	August 24, 2015	Evaluation Feedback
3	School Updates	Julie Sloan	October 1, 2015	Evaluation Feedback
4	Classroom Visits	Teachers	October 1, 2015	Evaluation Feedback
5	Parent Involvement Resource Centers	Lorayne Thompson	October 1, 2015	Evaluation Feedback

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: Meetings in addition to the Annual Meeting will also be available on our school's website where the video will be posted. Also, whoever was unable to attend will have the information sent home the next day in their agenda/backpacks. School Advisory Council Meetings will be held at 3:30 four times a year. At the first report card both the school based and district Parent Involvement Summaries will go home informing parents of ways they can get involved in case they were not able to attend at school meetings. Other Family Engagement activities include a science night where students and their parents will participate in hands on science activities and learn how to assist with science education at home. We will also host a literacy night where families will not only get information about how to help their child at home, but they will also be given books to read with their child. This event is coordinated with St. Paul Lutheran School where food and books are provided to families. We also host a Parent Conference Night after the first report for parents and teachers to discuss progress. Spirit Nights will also happen at Chick-fil-A where parents can come and spend quality time with their children and staff from school. This is an event designed to build a community within our school. We also have a informational bulletin board where we post information in multiple languages so that all parents are informed.

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	Academic/Parent Involvement Newsletters	Title 1 Facilitator	Increase Parental Involvement/Update Standards Information	Quarterly	Survey Feedback
2	Mad Scientist Night	Lorayne Thompson	Increase Academic Achievement/Update on FL Core Standards	January 2016	Evaluation on agenda/Survey Feedback

3	I Heart Books	Administrative Team	Increase Literacy	February 2016	Evaluation on agenda/Survey Feedback
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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	Parent Involvement Workshops	Lorayne Thompson	Increase effectiveness of parent conferences and how to best prepare for/and anticipate questions	August 2015	Parent Evaluations
2	Effective Communication	Lorayne Thompson	Making parents feel welcome and involved in their child's education/how they can help at home	August 2015	Administration feedback
3	Effective Parent Conferences	Lorayne Thompson	Increase the level of involvement of parents	August 2015	Parent 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)].

Response: Activity: Parent Resource Center (located at Sleepy Hill Elementary or Mulberry Middle School)

Specific Steps: Parents will be able to check out materials for support and assistance. There is also a bilingual para available to assist parents. They will also be provided with workshops that assist them with their personal finances, internet safety, literacy at home, and much more. Information will be posted on a Parent Resource Center bulletin board outside the office for parents to access at any time as well as posted to our school's website.

Person Responsible: Lorayne Thompson

Timeline: Open year-round; flexible times

Evaluation: Feedback on check-out forms

Activity: Parent Conference Night

Specific Steps: Parents will have an opportunity to sign up for conferences at the annual meeting in October 2015. Parents will also receive phone calls or notes in the agendas from teachers.

Person Responsible: Lorayne Thompson; classroom teachers; administration

Timeline: November 5, 2015 from 4 to 6 pm

Evaluation: Feedback given to teachers and administration

Parent University provided by the district

When: September 2015 and February 2016

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: Information about Title I programs - Information about the School Parent Compact that are available in English, Spanish, and Haitian Creole and are on our school's website. The English version is also available in the student's agendas.; School Parent Involvement Plan and Annual Meeting are explained above.

Annual Title I meetings will be held October 1, 2015 at 4:00 pm in the students classrooms. The video will also be made available on our school's website after the Annual Meeting occurs. Parents will also have access to all Title 1 updates and information on our school's website and quarterly flyer that goes home. The Parent Involvement Notebook is also located in a school's office and secretaries are able to make a copy upon parent request.

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:

Assessments: Ongoing Assessments determined by the district or teacher-made tests. Proficiency levels: A score of 70% or a score of 4 on a 6 point rubric. These expectations will be discussed with parents at Open House held on October 1st at 6:00 pm. Additional explanation will be provided via parent/teacher conferences held throughout the school year.

Opportunities for parent meetings to formulate suggestions and make decisions relating to their child's education. Parents are encouraged to be a part of the School Advisory Council, and other parent involvement groups. Notices of meetings are sent home monthly in the newsletter, ConnectEd, and Listserv. Furthermore, parents may contact their child's teacher or administration at any time with suggestions or ideas by calling the school directly at 863-499-2830 or e mailing their child's teacher.

The district also provided academic information to the parents through a Parent University that is held in September 2015 and February 2016. Parents have the opportunity to received transportation through Citrus Connection if that is a barrier for them. The district's curriculum department also provides information for the parents so that they are better prepared to help their child at home.

Accessibility

Describe how the school will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1118(e)(5) and 1118(f)].

Response: Parents and students with limited English skills will be provided translation services as needed. 24 hour notice is preferred for any translation needs. Our school's ESOL para and two classroom teachers are fluent in Spanish and attend family functions in order to make families feel more welcome and comfortable and to give them access to the information. Translation services include, but are not limited to, Spanish and Haitian Creole. We also have a variety of notes home translated to Spanish for our families. If parents are in need of a translator, we can also provide one to them for a meeting.

Parents and students with disabilities will be provided access in compliance with the ADA. Needs will be met on a case-by-case basis. Students in which educational concerns arise, they will become a part of the MTSS, Multi-Tiered System of Support, process. This is an intervention process that is worked on daily for thirty minutes in a specific area.

Parents will be provided with a survey or event evaluation to ensure the needs of all parents are being met. Parents will also have surveys after family events to see what services can be provided to them.

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	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations,	I Heart Books Event in conjunction with St. Paul Lutheran School	Lorayne Thompson	How to work with children at home and promote literacy in the home environment; students will receive free	October 2015 - February 2016

	in parental involvement activities [Section 1118(e)(13)].			books of their choice to read at home with parents	
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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
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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
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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
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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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