

PAUL LAURENCE DUNBAR ELEM.SCHL Title I, Part A Parental Involvement Plan

I, Ann Lewis , 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: Paul Laurence Dunbar K-8 Center believes that positive parent/family involvement is essential to student achievement and thus encourages such involvement in school educational planning and operations. In the spirit of the District/school/family and community partnerships this plan seeks to strengthen the partnership among parents/guardians, staff, school, the community, the superintendent, and the District by providing for parents' involvement in decision making as members of school-based planning teams, local parent groups, and the District-wide committees. Expanding training programs that help the individual parent support their child at home will further strengthen this partnership.

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: Paul Laurence Dunbar K-8 Center believes in involving parents in all aspects of its Title I programs. The EESAC has the responsibility for developing, implementing, and evaluating the various school level plans, including the SIP and PIP. More than 50 percent of the members of the EESAC are parent (non-employee) representatives. In addition, all parents were given the opportunity to review the plan and offer their input prior to approval. For the PIP, all parents were given surveys at the end of the school year seeking their input on activities, training, and materials they needed to help their child. Results of parent surveys are reviewed by the EESAC to determine needed changes. During the EESAC meeting when the PIP and/or SIP are developed, the committee will decide, with the input from parents how the parental involvement funds will be used.

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	Individual with Disabilities Education ACT (IDEA)	Supplemental instructional support provided by Title I will be discussed with parents during the development of the students IEP.
2	EESAC Monthly Meetings	Administration, teachers, parents will meet on a monthly basis to ensure that programs are being implemented with fidelity and effectiveness.
3	Parent Seminars	The school leadership team will set up monthly seminars. Parents will be notified via connect-eds, newslettes and flyers. Seminars will take place at different times to allow flexibility to parents.

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	Develop agenda, handouts, and/or presentation materials that address the required documents	Administration	August-September	Agenda/ Handouts
2	Developed and disseminate Invitations	CIS	August-September	Flyer with date of dissemination posting on school Website
3	Inform through the use of Connect-ED	Assistant Principal	August-September	Connect-Ed Summary
4	Develop sign-in sheets	CIS	August-September	Sign-in sheets for meeting and individual classrooms
5	Maintain documentation	Assistant Principal and CIS	August-September	Title I documentation box housed in Assistant Principal's office.

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: In order to better accommodate our parents, Paul Laurence Dunbar K-8 Center , will schedule parent meetings and workshops at different times throughout the school year. Meetings and workshops will be held in the mornings, afternoons and evenings. The principal will work with the leadership team to create a flexible schedule to

ensure that the parent resource center is open at times convenient for parents. The parent liaison will maintain records of parent participation. The schedule may be modified as needed based on parents' participation.

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	Assessments discussed during individuals conferences	Teachers	Teachers will conduct individual conferences to discuss each child's assessment results, expectations, and goals for the school year.	September-Ongoing	Conference Logs
2	Individual Conferences regarding Technology and access to the Parent Portal	CIS	CIS will provide individual help to parents in how to log-in and access the Parent Portal.	Initiate in August at the annual meeting and then on-going	Sign-in sheets, handouts, agendas, and presentation materials
3	Parent Florida Standards	Instructional Coaches	Parents will be able to assist students with successful reading and math strategies.	January	Sign-in sheets, handouts, agendas, and presentation materials
4	Literacy Night	Instructional Coaches, Administration	Parents will be able to help students with reading and writing.	December	Sign-in sheets
5	SAT Night	Instructional Coaches	Parents will learn effective strategies to help their children with reading and math	December	Sign-in sheets, handouts, participation
6	Science/ Math	Instructional Coaches	Parents will be provided with science and math activities that they can do with their child at home.	November	Sign-in sheets, handouts, participation

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	Communicating and working with parents seminar	Leadership Team	Improve the ability of staff to work effectively with parents	September	Agenda/ Sign in Sheets
2	Cultural Sensitivity	Leadership Team	Provide information to staff regarding various cultures	November	Agenda/Sign in Sheets

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: Paul Laurence Dunbar K-8 Center provides parents with a parent resource center where they can find resources that can assist them in their child's education such as reading materials and math manipulatives. Parents also have access to a computer where they can visit the school and district websites. In these sites parents can find information such as: monthly calendars, school lunch menus, links to the parent portal, and links to several educational school related websites. The parent resource center has extended hours in the morning and afternoon to ensure accessibility to parents.

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: Paul Laurence Dunbar K-8 Center will hold a general meeting where information will be presented about the Title I programs, the curriculum, and academic assessments. Parents will learn about the schoolwide program, how to schedule parent-teacher conferences, and opportunities for participation in decisions related to the education of their child. Parents will be given a copy of the Title I letter, survey, and a copy of the Parent Involvement Plan (PIP). Upon conclusion of the general meeting, parents will be invited to visit their child's classrooms and meet staff. During the classroom visits, teachers will provide additional information on the subjects they teach, assessment plans, and how parents can help at home. The same information will be provided in an informational packet distributed the following day for all parents unable to attend. Teachers will maintain sign-in sheets and provide a copy to the assistant principal who will also maintain documentation on the dissemination of information, distribution methods, and timelines.

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: Paul Laurence Dunbar K-8 Center will ensure the participation of parents with limited English proficiency and parents with disabilities by making sure that correspondence and communication are in both English and Spanish, as well as by providing translation services as needed and assistance upon request for those parents with disabilities. The school will disseminate information through various sources such as parent letters, flyers, Connect Ed messages, and posting on the school's Webpage. Teachers will conference with students who have Progress Monitoring Plans and contact parents regarding strategies either in person or over the phone. Parents will be encouraged to discuss their child's performance with the teacher any time during the school year.

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	Timeline
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				Achievement	
1	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	Workshop on Reading Stragies	Literacy Coaches	Student Achievement of State Tests	December 2015
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)];	Parent Teacher Conferences	Teacher and Counselors	Student Learning Gains	January 2016

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	SAT Parent Night	1	25	Increase performance on Reading/Math
2	Science Parent Night	1	23	Increase performance on Science FCAT
3	Literacy Parent Night	1	25	Increase performance on Reading Assessment
4	Writing Parent Night	1	28	Increase performance on Writing Assessment
5	Parent Portal Training	1	15	Higher academic grades

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	Best practices for parent conferences	1	32	Increase academic performance

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 of Meetings	Meetings will be conducted at a later time
2	Parents not receiving notification	Make personal phone calls

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)

count	Content/Purpose	Description of the Activity
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