

## SANDHILL ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Nadia 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

### Mission Statement

#### Parental Involvement Mission Statement (Optional)

**Response:** 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 Sandhill Elementary we believe in order to consistently improve student achievement positive change must take place through the collaboration of school leaders, community members, and school families to break down the barriers that might otherwise limit

individual potential growth in students.

The mission of Polk County Public Schools is to provide a high quality education for all students.

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.

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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 [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

**Response:** At Sandhill Elementary all interested parents are encouraged to sign up and join our school's Parent Leadership Team and/or School Advisory Council during Orientation and our Annual Meeting in October 2015. Those interested parents are then contacted by the Parent Involvement Facilitator and invited to meet throughout the year to elicit parental input for our school's Parent Involvement Plan and compact. We then discuss the results of Sandhill's Parent Surveys, comment cards, and Title I discussion questions. Discussions pertaining to Title I programs are held at all SAC meetings and minutes are taken in order for all parents in attendance to be represented. The Parent Involvement 1% money allocations are then approved by the SAC Committee for the following: Agendas for communication between school and home, Parent Involvement Paraprofessional is the liaison between school and home, and light refreshments for parent meetings and trainings.

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## 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	Exceptional Student Education (ESE) Individuals with Disabilities Act (IDEA)	Sandhill's ESE and IDEA programs provide a public education with programs and activities that accommodate individuals with gifted/debilitating conditions.
2	Head Start	Sandhill's Head Start Program offers parents an opportunity to better prepare their pre-school student for future academic success.
3	English for Speakers of other Languages (ESOL)	Sandhill's ESOL Department will provide parents with backpacks filled with materials for further learning/preparation for the FCAT.
4	Hearth Program	Funded through Title X-Homeless, The Hearth Program provides support for 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 Program (MEP) funded through Title I, Part C.

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## 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 I Annual Meeting	Assistant Principal & Title I Interventionist	October 13 and 15, 2015	feedback of comment cards
2	Title 1 Annual Meeting Flyers and reminder stickers to go in agendas.	Title 1 Interventionist	October 1-15, 2015	copy of flyer and reminder sticker from parents
3	Title 1 Annual Meeting Connect-Ed notification	Assistant Principal	October 1, 2015	Print out of Connect-Ed of percentage of parents that listened to the announcement
4	Title 1 Annual Meeting PowerPoint	Title 1 Interventionist	October 13 and 15, 2015	Comment Cards
5	Title 1 Annual Meeting agenda and sign-in sheets prepared	Title 1 interventionist	October 1, 2015	Number of Participants
6	PowerPoint presentation explaining Title One	Teachers	October 15, 2015	Parent Evaluations
7	Translation Services Provided	ESOL Para or Dual Lang Teacher	October 15, 2015	Parent Survey

### 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 provided at different times. Sandhill has planned two Family Nights: Family Science Night in March 2016 and Bingo Bash on April 19, 2016 to help increase parental involvement. Child care will be provided. Also, there will be provisions for academic grade level skills monthly. Should a parent not be able to attend, please contact the Title 1 Interventionist at (863)419-3166.

### 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	Kindergarten Parent Night	Title I Interventionist, K Grade level Teachers	Reading Strategies for Parents	September 29, 2015	Improve student proficiency for Reading, Math, and Science.

2	Second Grade Parent Night	Title I Interventionist, 2nd Grade Teachers	Reading strategies for parents to assist in their child's reading	November 10, 2015	Improve student proficiency for Reading, Math, and Science.
3	Reading, Math, Science Night 3-5	Title I Interventionist, Representative from 3, 4, and 5 Teachers	Addresses the requirements for FSA Reading, Math, Science	January 12, 2016	Improve Reading performance on the FSA.
4	First Grade Parent Night	Title I Interventionist, 1st Grade Teachers.	Reading strategies for parents	October 22, 2015	Improve student proficiency for Reading, Math, and Science.
5	Bingo Bash Family Night	Title I Interventionist, Representative from 3, 4, and 5 Teachers.	Addresses the requirements for parent involvement in reading	January 12, 2016	Improve student proficiency for Math
6	Family Science Night	Title I Interventionist, Representative from 3, 4, 5 Teachers	Addresses the requirements for FSA Science.	March 2016	Improve student proficiency for Science.
7	Annual Meeting & Open House	Administration, Interventionist, and Teachers	Successful school-parent-teacher relationships foster positive attitudes and improved academic achievements.	October 15, 2015	Parent Survey
8	SAC School Advisory Council	Administration and Interventionist	Parents are informed of school needs, data, and assessments.	Ongoing 2015-2016	SAC minutes
9	Conferences	Admin/Teachers	Provide parents with information regarding their child, create a home-school connection	October 2015	Conference Logs
10	Student Agenda Planner	Teachers	Reminders, announcements, resources for parents	Ongoing	Annual Parent Survey

## 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	Teacher Volunteer Training	Title I Program Facilitator	Increase level of involvement of parents	On-going 2015-2016	Parent Comment Cards
2	Refresher Training on effective communication with office staff	Assistant Principal	Make parents welcome to increase participation	October 2015	Surveys and conversations
3	Resources for Parent communication	Coaches	Increase student academics	On-going 2015-2016	FAIR/IMPROVE
4	Data Analysis	Assistant Principal	Increase awareness of individual student levels	On-going 2015-2016	Increase Proficiency Targets
5	Conference Agendas	Interventionist	Use of agendas during parent teacher conferences to share pertinent information with parents	October 2015	Conference Logs

## 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:** Resource Center-How to pick out appropriate books (Title I Parent Involvement Para, Media Specialist) October 2014

Thanksgiving Lunch November 2015, To encourage family time at a meal. Students will get to have lunch with family members.

A Parent Involvement Notebook is located in the front office to provide all Title One documents and other pertinent parent information and is located on the school's website.

The District Parent University offers parent workshops, materials and vendor information twice a year, Sept. 2015 and Dec. 2015.

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## 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 provided with information about the School Parent Compact, School Parent Involvement Plan, and other pertinent information will be explained during the Annual Meeting.

Title I, Part A, provides local educational agencies (LEA) resources that help children gain a high-quality education and the skills to master Common Core. ([www.polk-fl.net/Parents/Curriculum](http://www.polk-fl.net/Parents/Curriculum)) Title I provides additional resources to schools with economically disadvantaged students. These resources provide additional teachers, professional development, extra time for teaching, parent involvement activities, and other activities designed to raise student achievement. Two models are used in Title I schools to provide these services. Schoolwide reform models provide all students with access to services. Targeted assistance models provide services to select students in Title I schools.

At the schools, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet are listed below:

Opportunities for parent meetings to formulate suggestions and make decisions relating to their child's education:

Parents are given the opportunities to give suggestions through various forms:

1. Agenda's
2. Newsletters (school and classroom)
3. Comment Cards
4. Via phone (863)419-3166

Both the Leadership Team and SAC members meet to review data and parent involvement corrections to formulate suggestions regarding student achievement. Parent members are an integral part of the SAC team, and non-member (SAC) parents are encouraged to attend meetings and otherwise offer input. Every effort is made to provide correspondence between the school and the home in a bi-lingual (English/Spanish) format when feasible and to provide translators when requested at meetings or events.

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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:** Sandhill will provide full opportunities for participation in parent involvement activities for all parents (including parents of children with limited English proficiency, disabilities, and migratory children).

1. Head Start meets monthly with parents. Please contact the Parent Coordinator for Head Start.
2. ESE Parent meeting will be held in the Fall of 2015. Contact persons will be the Guidance Counselor and the ESE classroom teacher.
3. ESOL Parent meeting will be held in the Fall of 2015. Contact persons will be the ESOL Paraprofessionals and the Title I Interventionist.

Spanish translators are available on campus upon request, and other language translators are available as arranged through the district office. Sandhill Elementary is a wheel-chair accessible campus. Any and all other disability needs are addressed on an as needed basis.

A Parent Involvement Notebook is located in the front office with all the Title One documents and other pertinent information. Title One information is also located on the school's website.

## 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	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)];	Sandhill offers meetings and/or workshops at various times of the day so that parents will have the opportunity to attend at least one session. In addition, the classroom teacher and Guidance Counselor will visit families at their homes or designated area to work with parents to help assist their child with their academic needs. All of these activities are done in English and Spanish to address the cultural differences.	Title I Interventionist	Addresses the Common Core for student achievement	On-going through June 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

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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	Title 1 Annual Meeting	2	524	Making parents aware of Title 1
2	2nd Grade "Family Science Night"	1	23	To increase Science awareness and FCAT scores
3	Kindergarten Night	3	33	To make parents aware of the Kindergarten curriculum
4	4th Grade "Night of Writing"	1	41	Make parents aware of Writing Curriculum
5	All Pro Dads	1	225	Increase Parent Involvement
6	5th Grade Science Night	3	62	Increase Science awareness and FCAT scores.
7	3rd Grade Parent Night	3	41	Increase parental awareness of 3rd grade curriculum

### **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	FAIR	1	51	Data Analysis, Data Chats
2	Rubric Development	1	51	Student samples, classroom walk-throughs
3	Book Study-Summarization in all subjects	1	51	Student samples, classroom walk-throughs
4	Thinking Maps	1	51	Student samples, classroom walk-throughs
5	Data Analysis	1	51	Data Notebooks, PS-RTI data analysis results, school-wide data results

### **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	Work-all subgroups	Send Packets Home
2	Transportation-all subgroups	Carpool within the neighborhood

3	Childcare-all subgroups	Provide Childcare
4	Language-ELL	Provide Translators

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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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