

EASTSIDE ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Mary LeDoux , 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: Eastside Elementary School's Parent Involvement mission is to ensure that parents/families have the opportunity to be actively involved in their children's academic achievements and school activities by participating in regular meaningful communication in a welcoming, trusting, and engaging school environment.

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: The Title I Committee, which establishes a membership that includes the School Improvement Facilitator, Parent Educator, administration, parents, teachers, and staff, will be the main means EES will use to involve parents in the planning, review, revising, and improvement of the Title I programs in an organized, ongoing, and timely manner. A teacher representative from each grade level is requested for membership. Parents are selected for this committee through staff nominations and parent interest forms completed at Open House in August. This survey of parent's interests is also sent home with students for those who didn't attend Open House, and is collected by the Parent Educator. Eastside's school administrator will select representatives. The Eastside Parent Educator will contact and invite those parents to become year long members of the Title I Committee and/or the Family Involvement Team. The FIT members meet five times beginning in September while the Title I Committee meets a minimum of seven times a year. Review of these programs with parents and educators using data from parent surveys will focus on the planning, and improvement for the next school year. Procedures for membership will be as follows: 1. Parent survey volunteering for committees; 2. Teacher nominating a parent from classroom; 3. Phone call to parent confirming nomination; 4. Membership of all Title I funded positions at EES; and 5. Each department will select a team member to represent their team. Additional meetings, above the regularly scheduled meetings, are held for final checklist approval and technical assistance provided by the district Title I office. Input from parents will be documented by sign-in sheets, agendas, and minutes to be maintained by the Title I Parent Educator and School Improvement Facilitator.

The 2013-2014 Title I Parent Survey results and the 2013-2014 Parent Needs Survey (given to all EES parents in August 2013) will be used to address other support requested by parents. Additional information on ways parents can assist their children at home, check out materials, and opportunities for participating in parent involvement activities are available through the Title I Family Center.

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	Head Start and VPK	Title I Parent Educator collaborates with the coordinators of Head Start and feeder VPK programs to arrange meetings that will provide parents with information to help their students in the transition to kindergarten and to visit Eastside Elementary to introduce children and parents to the new school.
2	Literacy Coalition	Title I Parent Educator, the school social worker, district school service personnel, and Title I district personnel and community agencies meet bi-monthly to network services available to parents and students. Information from this coalition is housed as a resource in the Title I Family Center to be used to meet the needs of the parents at the school.
3	ESOL/Title III	The Title I Parent Educator works closely with the ESOL paraprofessional at EES to assist in translating information for parents of limited English for conferences, meetings, phone messages, or letters and host a Feliz Navidad parent Workshop in the month of December.
4	Hernando Youth Initiative	The Title I Parent Educator attends meetings and collaborates with Hernando Youth Initiative to obtain pertinent information beneficial to the families of EES.

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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	Select a format and date for the Eastside Title I Annual Meeting / input from parents and teachers	Title I Staff and school administration	May/June 2013	Sign-in sheets showing attendance at Annual Meeting, parent response forms
2	Prepare materials for Title I Annual Meeting/handouts inform parents of Title I programs	Title I Staff	Within the first nine weeks of school	Copies of agenda and handouts given to parents, sign-in sheets, and parent response forms
3	Meet with Title I Staff/Administration on ideas for Annual Mtg. invitation	Title I Staff, School Administration	Within the first nine weeks of school	Copy of invitation
4	Information on when, where, why, date & time/ publicize event	Title I Parent Educator	Within the first nine weeks of school	Posting on school web-site, newspaper, HITV, posters in community and on campus
5	Develop sign-in sheets/print & distribute to teachers	Title I Parent Educator	Within the first nine weeks of school	Sign-in sheets for every classroomteacher signed notes stating parents/families have received information
6	Notification to parents not attending/"Sorry We Missed You" Annual Meeting handouts sent home & rece	Title I Parent Educator	One week after Title I Annual Meeting	Receipts of "Sorry We Missed You" letters report will be sent to District Coordinator and copies housed by Title I Parent Educator
7	Collection of documentation data/maintain documentation of Title I Annual Meeting	Title I Parent Educator	One week after Title I Annual Meeting	Documentation summary report will be sent to district coordinator and copies housed by Title I Parent Educator

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: A parent survey is sent to all parents requesting information on days and times that are convenient for meetings. The Title I Committee meetings will be held at various times to accommodate parents who want to be involved. After each meeting a vote is taken to note any time change that would be suitable for attending members. Morning time is 8:00 while afternoon times will start as early as 12:00 pm. All parents and staff will be notified of any time changes and noted in minutes from meeting.

The Title I Annual Meeting will be held on one night 5:00 - 7:00 p.m. First presentation of video will be shown at 5:15 pm and again at 6:15 pm to accommodate flexible hours for families.

The Title I Parent/Teacher Conferences will be offered in the evening hours 4:15 - 7:30 p.m. Classroom teachers will individually schedule conferences for parents unable to attend the school-wide conference night at the end of the first marking period. Every consideration will be given to make the times convenient for working parents.

Suggestions of time and topics from the Title I Parent Survey conducted at the end of the 2012-2013 provided focus on workshop needs for this school year. The Family Involvement Team meets bi-monthly in the morning and childcare is available for parents to attend and become involved.

The Family Center is open most school days from 8:30 - 4:15. In addition, it is open each Tuesday from 11:00 a.m. until 7:00 p.m. for working parents to check out materials with their students. Times may change due to duty schedule of Title I Parent Educator. Child care, transportation, and home visits may be provided 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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Title I Annual Meeting and COMPACT signing night	Title I School Improvement Facilitator, Title I Parent Educator, Team Leaders	Provide information to parents on expectations and how parents can help their children.	October 1, 2013	Effectiveness will be measured by an increase in parent participation of all the subgroups identified.
2	Open Technology Nights: Parents will be given training on how to utilize Edline to monitor their child(ren) academics.	Title I School Improvement Facilitator, Title I Parent Educator, Team Leaders	Provide information to parents on how to monitor their child(ren) grades and standardized test scores.	Fall/Winter	Effectiveness will be measured by an increase in parent participation of all the subgroups identified.
3	Parent Workshops on FCAT for 3rd, 4th and 5th grades: FCAT Family Nights	Title I School Improvement Facilitator, Title I Parent Educator, Team Leaders	Provide information to parents on expectations and how parents can help their children prepare for FCAT Reading, Mathematics, Science and Writing Tests.	Fall/Winter	Effectiveness will be measured by an increase in parent participation of all the subgroups identified.
4	Data Chats: FAIR, SAM, Pearson SuccessMaker, and Waterford Data	Title I Parent Educator, KG – 5th grade teachers	Provide information, resources and strategies that parents can use at home to improve student scores.	Fall/Winter	Effectiveness will be measured by an increase in parent participation of all the subgroups

					identified.
5	Reading and Math Frog Games: home and school connection reading and math activity	Title I Parent Educator coordinates with KG – 5th grade teachers	Increase family engagement time using learning activities to improve student scores	Ongoing throughout the school year	Home/School Connection activity forms will measure increase in parent 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	Title I Schoolwide Program: Staff will be trained on Element #6 in the SIP to increase parental involvement	Title I Staff	Increase parent involvement by providing strategies for communication	During the first nine weeks of school	District Electronic Registration Online (ERO) system – SAE 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: The Title I Family Center is the hub for planning all Title I sponsored parent activities at Eastside. Two weeks before a Parent Involvement activity the Parent Educator will begin notification to targeted grade level, targeted subject area, or district/school level activity to inform parents. Flyers, school automated phone system, stickers in planners, and other advertisement medium maybe used to keep parents informed. Families feel welcome to come and visit the Family Center, ask questions about school related problems or look for academic materials while their student is in school. The Family Center is open one night a week to accommodate working parents and will use referral forms ((RX's) from teachers to help find specific academic materials to be used at home with parent help. The Parent Educator also may offer a meeting place for parents who may want to discuss questions they have about the various aspects of Title I, FCAT, SES, or AYP, and they do not want to discuss it in a large group. At teachers' request a home visit may be arranged to assist parent involvement in meeting the needs of the child.

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: Eastside Elementary participates in a school wide Title I Program. The Title I School Improvement Facilitator and Title I Parent Educator coordinate the Title I functions

during the school year.

Timely information about the Title I programs are presented at the Title I Annual Meeting, which is scheduled for October 1, 2013. Parents are presented with a power point presentation explaining about the programs as well as handouts covering the video information. Communication to keep families informed about the Title I activities and to provide them opportunities to formulate suggestions, and to participate in decisions relating to the education of their child is disseminated in a variety of ways, such as: EES Title I Committee Meeting; FIT Meetings held at district; monthly newsletters; Title I District Calendar; School and HCSB website; fliers in backpack and front office, sticker labels placed in student planners; signs posted around school; newspaper; SAC meetings; PTO meetings.

Eastside Elementary is a school-wide Title I school. Information concerning the Title I programs is presented to parents attending the Title I Annual Meeting. Parents who are unable to attend are provided with the "Sorry We Missed You" packet so they too, are well-informed.

During the school year, various committees meet and this information is placed in the school newsletter, in the local newspaper by the Parent Educator, recordings by the Global Connect phone messaging system, along with various invitations and flyers placed in student planners or folders to go home. Items for parents or guardians to read concerning EES following DOE policy, both federal or state, may be placed on the school's website and may also be printed and made available in the front office for parents to read or look over at their convenience. The district and the school Parent Involvement Plan, as well as the Title I Parent Compact, will be posted on Edline for parents to read.

All unsatisfactory comments are reported to EES administrators; administration would then relay this information to the LEA.

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: Eastside Elementary will provide parents opportunities to be involved by using the following communication to reach all parents: 1) monthly newsletter, 2) backpack fliers, 3) web site, 4) informational sticker labels in student planners, 5) automatic phone system, 6) Hernando Instructional TV, 7) Spanish translation of all information is available upon request, 8) site based school translator is available for phone calls & conferences.

Eastside Elementary School is fully compliant with provisions of the Americans with Disabilities Act in terms of physical accessibility to all areas of the campus. Parents requiring additional assistance may call the school at 797-7045 for arrangements to be made to accommodate any specific physical needs, so all may feel welcome at Eastside.

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	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	District Family Involvement Team (FIT)	Coordinator of Family Involvement for Title I, Title I school staff	Provide parent leadership by promoting parent involvement at the school level, as well as providing information to parents to help their children academically at home	Bi-monthly throughout year
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)];	Home visits, conferences are scheduled at a variety of times to accommodate parents	Title I Staff, administration, teachers, support staff	Parent involvement correlates to student achievement	Ongoing for 2013 - 2014

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 2012-2013 Parental Involvement Plan

Building Capacity Summary

Provide a summary of activities provided during the 2012-2013 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	Transition/Reading: KG Coffee & Cry	1	37	Parent Involvement activity was done to engage parents to increase student achievement. The parents were shown how to help their child in different areas of academics.
2	Product Distribution: Title I Annual Meeting	1	304	Parent Involvement activity was done to engage parents to increase student achievement. The parents were shown how to help their child in different areas of academics.
3	Grade Level: KG Johnny Appleseed Day	1	136	Parent Involvement activity was done to engage parents to increase student achievement. The parents were shown how to help their child in different areas of academics.
4	Curriculum: Title I Compact/Conference Night	1	508	Parent Involvement activity was done to engage parents to increase student achievement. The parents were shown how to help their child in different areas of academics.
5	Reading/Grade Level: 1st Grade "Let's Talk Turkey"	1	130	Parent Involvement activity was done to engage parents to increase student achievement. The parents were shown how to help their child in different areas of academics.
6	Social Studies/Grade Level: Annual Fall History Breakfast	1	137	Parent Involvement activity was done to engage parents to increase student achievement. The parents were shown how to help their child in different areas of academics.
7	Grade Level Social: 3rd Grade Concert "The Incredible Reindeer"	1	197	Parent Involvement activity was done to engage parents to increase student achievement. The parents were shown how to help their child in different areas of academics.
8	Grade Level Social: 4th Grade Concert "An Early American Christmas"	1	108	Parent Involvement activity was done to engage parents to increase student achievement. The parents were shown how to help their child in different areas of academics.
9	Curriculum: Feliz Navidad	1	81	Parent Involvement activity was done to engage parents to increase student achievement. The parents were shown how to help their child in different areas of academics.
10	Curriculum: EES Parent Institute	1	163	Parent Involvement activity was done to engage parents to increase student achievement. The parents were shown how to help their child in different areas

				of academics.
11	Curriculum: Awards Assembly	1	669	Parent Involvement activity was done to engage parents to increase student achievement. The parents were shown how to help their child in different areas of academics.
12	Curriculum/Arts: An Evening of the Arts	1	110	Parent Involvement activity was done to engage parents to increase student achievement. The parents were shown how to help their child in different areas of academics.
13	Curriculum: Home/School Project Frog Games	1	727	Parent Involvement activity was done to engage parents to increase student achievement. The parents were shown how to help their child in different areas of academics.

Staff Training Summary

Provide a summary of the professional development activities provided by the school during the 2012-2013 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	PLC: Effective parent & teacher communication	4	31	Training helped to increase awareness of parental involvement as it pertains to increased student achievement.
2	PLC: Classroom teachers were updated on the educational materials & services available in Family Cen	1	33	Training helped to increase awareness of academic resources to support student achievement.
3	PLC: New Teacher Orientation of EES/ Title I Parental Involvement Plan	1	4	Training helped to increase awareness of Title I requirements stated in the PIP.

Barriers

Describe the barriers that hindered participation by parents during the 2012-2013 school year in parental involvement activities. Include the steps the school will take during the 2012-2013 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	Parents not having time due to their work schedule, not having the ability to come to the school because of financial constraints, and some parents having language barriers are the major barriers of significant parental involvement.	Parents will be invited to participate in a series of parental involvement workshops in the following areas: Reading, Math, Science, FCAT Strategies and Technology. Workshops will be scheduled at multiple dates and times to help increase attendance.
2	Lack of referrals to the Family Center from classroom teachers.	Parents will be invited to attend and participate in the Title I Family Center check out system. Teachers will be assisted in the referral process thought-out the school year.

Best Practices (Optional)

Describe the parental involvement activity/strategy the school implemented during the 2011-2012 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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