

## CHESTER W. TAYLOR, JR. ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Julie Marks , 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)].

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Signature of Principal or Designee

Date Signed

### Mission Statement

Parental Involvement Mission Statement (Optional)

**Response:**

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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:** Parent surveys were completed at the end of last year to collect input from

parents on activities, trainings, and materials needed to help their children succeed. Results of parent surveys were reviewed by the SAC when developing the SIP and PIP. Using this data the members of the SAC committee had input on how to use the Title I funds to improve school programs. The SAC committee composed of parents, community and staff members was the driving force behind parent input and will continue to use this committee for the 2013-2014 school year.

## 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	The Parent Involvement Assistant, Kindergarten Teachers, and their committee will implement a transition program for students entering the regular public school program. Activities may include: coordinated meetings with parents, Pre K teachers, and the kindergarten teachers to discuss the specific learning needs of students and a beginning of the year informational meeting.
2	Head Start	The Pre K office has monthly parent meetings focused on results from a needs assessments. Once a year there is a family resource night offering community vendor services, a speaker on how to involve parents and schools. There is a family service worker on campus to provide resources to our families on a daily or as needed basis.

## 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, presentation materials	Parent Involvement Assistant/ Principal	September	Copies of agendas, PowerPoint presentation and handouts, Sign in Sheets
2	Develop and disseminate invitations	Parent Involvement Assistant	September	Flyer with date of dissemination sent home to all students along with connect ed phone calls.
3	Advertise/publicize event	Parent Involvement Assistant	September	Posting on School Marquee, newsletter and connect ed.
4	Develop sign-in sheets	Parent Involvement Assistant	September	Sign-in sheets will be provided in individual classrooms
5	Maintain documentation	Assistant Principal / Parent Involvement Assistant	September	Title I documentation binder housed in Parent Involvement Assistant'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:** The school will provide flexible meeting and training times throughout the year by scheduling morning, evening and afternoon meetings and workshops. Food and childcare may be provided at some events. Additionally, the parent involvement assistant will continue to work with the assistant principal to utilize our Family Resource Center currently in the front office by more families. The Parent Involvement Resource Room will be available for most of the school day or by appoint for parents to visit.

## 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 Meeting and breakfast with child	Assistant Principal Parent Involvement Assistant	Kindergarten curriculum, expectations and question and answer session	August	Parent feedback survey, sign-in-sheets
2	Dounts with Dad...Reading Session	Parent Involvement Assistant and Behavior Intervention Teacher	Dad and child reading together. Staff members modeling reading as adults and a presentation on how to role model positively for your children.	October	Parent feedback survey, sign-in-sheets
3	Publix Math Night	Parent Involvement Assistant/Assistant Principal	Build awareness of math strategies as it applies to the real world while shopping.	February	Parent feedback survey, sign-in-sheets
4	Carols and Cocoa	Parent Involvement Assistant/Music Department	Fun family outing at school to build family awareness of the arts.	December	Parent feedback survey, sign-in-sheets
5	Muffins with Mom...Motivating your Child	Parent Involvement Assistant/Intervention Teacher	Build capacity using math strategies to motivate children.	May	Parent feedback survey, sign-in-sheets
6	Curriculum Night	Leadership Team and Parent Involvement Assistant	Parents getting familiar with the Common Core Standards/ Students working on curriculum activities	October	Parent feedback survey, sign-in-sheets
7	FCAT Info Session and how to handle Test Anxiety	Guidance\Principal\Parent Involvement Assistant	Teaching students and parents what to expect and how to assist their children with text anxiety.	February/ March	Parent feedback survey, sign-in-sheets
8	Aloha Summer Send Off	Parent Involvement Assistant/Committee	Parents will get suggestions and resources to promote learning at home during the summer months.	May	Parent feedback survey, sign-in-sheets
9	Life Skills and use of school website to better promote	Parent Involvement Assistant	Parents will have opportunities to use the website and get	October-May	Parent feedback,survey, sign in sheets

	family involvement		assistance with school based activities individually or in small groups		
10	Grandparents Tea	Parent Involvement, Administration	Grandparents will have the opportunity to network with the school and their be recognized by their grandchildren.	September	Sign in Sheet
11	ASTROS Parent Activity	Parent Involvement, Administration, Guidance Counselor, Behavior Intervention Teacher	Parents of ASTROS will meet to go over positive behavior activities and interventions to use for school and at home.	August	Sign in Sheet

## 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 Staff Training	Assistant Principal, Parent Involvement Assistant	Increase parental involvement to support student achievement.	September	Sign in sheets, quarterly phone logs
2	Parent Conferencing Techniques for New Teachers to our school	Assistant Principal, Parent Involvement Assistant	More effective parental communication to overcome the negative barrier they have with school.	October/November	Sign in sheets/evaluation/reflections on conferences

## 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 Parent Involvement Assistant and Assistant Principal will continue to work on getting more parents to utilize our parent resource center. We will add more resources and increase parent awareness and participation in the parent resource center.

## 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:** During the open house event, a general Title I meeting will be conducted. Information regarding Title I programs, curriculum and academic assessments will be presented. Parents will also receive information regarding opportunities for involvement, decision-making for their child and home-school communication procedures. Throughout the year we will have additional parent trainings that involve curriculum and assessments. Parents will also have an opportunity to schedule individual conferences to discuss grade level curriculum and expectations. A weekly school-wide communication folder will go home on the same day every week. Teachers/Grade level teams will schedule a conference night in order to meet with parents after work hours.

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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:** The Parent Involvement Policy will be summarized in a brochure that will be printed in a language understandable to the parent, and provided to parents at open house and other times throughout the year. The complete PIP will be linked to our school's website. ESOL students receive important communications such as the report card in their native language. We also have a full time ESOL Assistant on Campus to assist with our Limited English Students. We have staff members able to assist all parents so that all caregivers can participate in our activities. We will assist parents by meeting special needs related to disabilities so they can all participate and attend school related activities.

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## 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)];	Parent meetings and workshops will be scheduled to accommodate our families, based on feedback from Title 1 Conferences. They will vary mornings, afternoons and evenings throughout the year and workshops will be on different days of the week.	Parent Involvement Assistant/Classroom Teachers	Meeting the needs of parents by having flexible meeting times will increase the percentage of parents able to assist their children with organizational strategies and homework. As a result being organized and completing homework should increase students achievement level and daily work production.	Aug.- May

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## **Upload Evidence of Input from Parents**

Upload evidence of parent input in the development of the plan.

[Uploaded Document](#)

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## **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](#)

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## **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 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.

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
1	Kindergarten Parent Meeting and lunch with child	1	66	Kindergarten curriculum, expectations and question and answer session
2	Donuts with Dad...Reading Session	1	283	Dad and child reading strategies to parents together, modeling reading as adults and info session on how to assist their child in selecting appropriate books when reading.
3	Publix Math Night	1	55	Build awareness of math strategies as it applies to the real world while shopping.
4	Carols and Cocoa	1	443	Fun family outing at school to build family awareness of the arts.
5	Muffins with Mom...Motivating your Child	1	315	Build capacity using math strategies to motivate children.
6	Science and Math Night	1	137	Fun night of make and take science and math activities that build higher order thinking skills.
7	FCAT Info Night and how to handle Test Anxiety	1	6	Teaching students and parents what to expect and how to assist their children with text anxiety.
8	Aloha Summer Send Off	1	598	Parents will get suggestions and resources to promote learning at home during the summer months.

### **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)].

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
1	Parent Involvement Staff Training	1	89	Increase parental involvement to support student achievement.

### **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)].

<b>count</b>	<b>Barrier (Including the Specific Subgroup)</b>	<b>Steps the School will Take to Overcome</b>
1	Transportation	Offered different times to meet their transportation needs
2	Lack of Interest	Inventoried the families on what they wanted

## 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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