

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

I, Beverly Smith , 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:** To create partnerships and collaborations with parents who are a key resource to their children's education. To work with school, families and community members to help encourage and motivate Edison students reach high levels of academic and social achievement.

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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:** Parents will be encouraged to join SAC through school newsletter, marquee and flyers. The SAC Chairperson will make presentations to parents at Open House and PTA meetings throughout the year. The SAC Chairperson conducts a parent nomination session at the start of the school year. Nominated parents are telephoned by the Chair and invited to participate.

SAC meets monthly and is comprised of school personnel, community members, and parents. Voting members are aligned with the school ethnic report. SAC meetings are guided by an agenda and minutes are recorded and placed as documentation in the TASK box. Leadership Team will develop parent workshops to assist parents in helping their children with reading, writing, math, and science.

## 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	ELL	We will hold two Parent Action Committee meetings for parents. Parents will be informed of services and programs offered in our district and within the community.
2	Head Start Parent Meetings	Monthly meetings are held with parents, family service workers and teachers. Meetings are headed by the parents. Parents are informed of county and state headstart information, i.e., policy information, budget, hiring and firing of headstart personnel. Parents are informed of all program activities through flyers, newsletter and marquee. PI liaison, teachers, and staff will work together to communicate upcoming events.
3	FCAT Information Session	Parents will be invited to an information session where they will learn about the FCAT assessment: its purpose, meaning of their child's numerical score and how it relates to their child's performance. Parents will also be given information on how they can best help their children. A Q&A period will open to all parents in attendance.
4	ELL-Sed de Saber	Parents will be taught how to use the Sed de Saber program that will help them learn English thereby increasing their ability to assist their child in school.
5	Family Writing Night	Parents will be taught strategies and skills to use at home that will enable their child to become better writers
6	Family Engagement Meeting/SERVE	Kindergarten parents are invited to come and learn how they can help their child succeed in school. They are given strategies and activities to help their child in each subject area.

## 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 and handouts, Mail Open House invitations to parents	Principal or designee liaison	August	Evaluation Survey of Presentation/Sign-in sheet
2	A parent meeting will be held	Principal or	August	Evaluation Survey of

	before Open House for the annual Title 1 meeting.	designee liaison		Presentation/Sign-in sheet
3	An agenda, packets, and presentation materials will be disseminated.	Principal or designee liaison	August	Evaluation Survey of Presentation/Sign-in sheet
4	Distribute Title 1 brochure and District Parent Involvement Policy	Title 1 Liaison, Teachers	August/September	Evaluation Survey of Presentation/Sign-in sheet
5	Documentation will be maintained	Principal or designee liaison	Ongoing	TASK box

## 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:** Informational meetings and workshops will be offered in both morning and evening hours to accommodate the needs of the participating parents. Morning meeting times will be held between the hours of 7:15am to 8:30am; evening times will be scheduled between the hours of 5:00pm-6:00pm. A bilingual interpreter will be available at all meetings. Our Parent Resource Room, Guidance Department, ELL/ESOL Para, and Media Center are open every school day from 7:30am-3:30pm for parents to pick-up or check-out materials. A computer area will be set up in the media center for parents access to complete applications. Our Social Worker is also available throughout the day to conduct home visits and to assist parents.

## 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	Curriculum, assessments, SAC, PTA/Open House	Principal/Faculty	Improve parent knowledge, achievement scores	August	Parent turn out/Sign in Sheets
2	Family Involvement/ Grandparents' Breakfast	PI Liaison	Improve school/family partnership	September	Attendance/Sign-in sheet
3	Family Support/Read-o-Ween	Faculty	Improved reading skills	October	Parent turn out/Sign-in sheet
4	FCAT Night	Faculty	Improve learning	Ongoing	Parent turn out/Sign-in sheet
5	Fathers' involvement Donuts with Dads	PI Committee	Improve school/family partnership	February	Parent turn out/Sign-in sheet
6	Building Relationships/Muffins with Mom	PI Committee	Improve school/family partnership	May	Parent turn out/Sign-in sheet
7	Math/Family Math Night	Math Committee	Improve achievement scores	February	Parent turn out/Sign-in sheet
8	Music/Winter Concert	Special Area Teachers	Cultural awareness	December	Parent turn out/Sign-in sheet
9	ESE Holiday Program	ESE Committee	Improve	December	Parent turn

			achievement scores		out/Sign-in sheet
10	Music/Art/Social Studies	Special Area Teachers, Grade level teachers	Cultural awareness, family involvement, improve achievement scores	May	Parent turn out/Sign-in sheet
11	Awards Ceremonies for all curriculum areas	Principal	Inspire academic achievement and parent involvement	Quarterly	Parent turn out/Sign-in sheet
12	Soaring Eagles Science Club	Math Teachers	student improvement	October	Parent turn out/Student participation
13	Reading/Ortiz' Mystery Readers	Mrs. Ortiz	Improved reading skills	October	Parent/volunteer turn out
14	Family Involvement/Family Skate Night	PTA, teachers	Improve school/family partnership	September	Parent participation
15	Parent Involvement/ALL PRO DADS	Principal, Leadership Team	Improve school/family partnership and student learning	October, February, March	Parent participation
16	Parent Involvement/Relationship Building/IMOM	Ms. Evans	Improve family relationships	September, May	Parent Sign-in
17	Family Writing Night	Writing Resource, teachers	Empower parents with writing skills to help children, improve writing skills and build family relationships	November	Parent Sign-in
18	Winter Celebration Meal	School Cafeteria	Build family relationships	December	Parent RSVPs
19	KG Family Engagement Meeting	Guidance Counselor, SERVE, KG teachers	Increase student learning and parent knowledge	Throughout school year	Parent sign-in sheets

## 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	PLCs - sessions will be provided to improve staff and parent relationships	Team leaders, resource teachers, and administrators	Improve relationships with parents to help improve student academic achievement	September 2013 - May 2014	Survey
2	Creating Family Friendly Schools training	PI liaison and administrators	Build supportive environment that will improve the ability of staff to work effectively with parents	November 2013	Survey & sign-in sheet

## 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:** Parent resource center will provide numerous brochures, handouts, flyers, etc. on community resources, parenting classes, mental health, caregivers, and academic help. A parent bulletin board is displayed on the wall (main entrance during morning) with parent tips, workshop information, support help, parent involvement and other pertinent parent information. Guidance information is also on bulletin board. SAC and PTA meetings will be held for parents encouraging them to become involved and partner with school. Information will be available in English and Spanish. Monthly newsletter will be sent out with information from each grade level, special areas and support staff. The Parent Link will be used to highlight family involvement events and other special events at the school. Flyers will be sent home announcing upcoming events. The parent resource room is open during normal school hours, 7:30am - 2:15pm. The Parent Liaison is responsible for updating the information table and bulletin board regularly. Sign-in sheets and surveys will be used to determine the effectiveness of our activities along with parent communication at SAC, PTA and Parent Involvement Meetings.

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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:** Information is mailed to families prior to the start of the 2013-2014 school year. The Annual Title 1 meeting was held on August 19, 2013 at Open House. Parents were provided with general school information, Title 1 information and curriculum information. Teachers provided parents with information pertaining specifically to their classrooms such as class procedures, assessments, and expectations.

Parents received Back to School packets during the first week of school. These packets included the Student Handbook, student nutrition information and school policy information. Parents were also given the National PTA Parent Survey to complete and return.

Title 1 parent meetings are held throughout the year. Subsequent meetings will be held at various times of the day to accommodate parents' schedules.

Curriculum and assessment information is given to parents during quarterly teacher conferences and during content area curriculum nights held throughout the year. Curriculum nights are advertised via school marquee, school newsletter and flyers.

Parents are invited by flyer and in person to participate in decision-making bodies such as SAC and PTA. Teachers are accommodating to those parents requesting meetings and conferences outside of normal school hours.

Monitoring of information provided is done through parent sign-in sheets and ensuring each child receives flyers and newsletter to take home. Parent liaison makes sure activities and meetings are posted on marquee and parent information board.

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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:** All flyers and information notices are sent in the native language of our secondary minority. ELL translators are available during regular school hours, conferences and school events. District forms are provided to parents in Spanish when appropriate. Individual meetings are scheduled for students with disabilities to address students' needs through their IEP. Full time Student Support Services staff is available to parents needing assistance.

Parent liaison will work with ELL/ESOL para to make sure families receive information regarding parent meetings, workshops, and other school-wide events in a language they can understand. Upcoming events are listed in the monthly newsletter and parents are informed through the Parent Link of school events.

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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	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Trainings/workshops will be held to aid parents in their interactions with other parents. Training sessions will be held before, during and/or after school hours.	Principal and PI Committee	Increased student achievement through family building and strengthening school/home partnership	September 2013-May 2014
2	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Training parents as future trainers	PI Committee	Increased student achievement through family building and strengthening school/home partnership	October 2013 - May 2014

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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	Curriculum, assessments, SAC, PTA/Open House	1	224	Improve parent knowledge, achievement scores
2	Family Involvement/Grandparents' Breakfast	1	28	Improve school/family partnership
3	Family Support/Read-o-Ween	1	51	Improved reading skills
4	Fathers' involvement Donuts with Dads/ALL PRO DADS	1	34	Improve school/family partnership
5	Building Relationships/Muffins with Mom/IMOM	1	55	Improve school/family partnership
6	Christmas Program	1	87	Cultural awareness
7	ESE/ KG Holiday Program	1	40	Improve achievement scores
8	Awards Ceremonies for all curriculum areas	4	150	Inspire academic achievement and parent involvement
9	Reading/Ortiz' Mystery Readers	5	5	Improved reading skills
10	Family Involvement/Family Skate Night	1	40	Improve school/family partnership
11	Parent Involvement/ALL PRO DADS	2	53	Improve school/family partnership and student learning
12	Writing/Family Writing Night	1	39	Improvement in student's writing performance
13	Family Engagement Meeting for kindergarteners	2	17	Students will be better prepared for school entry and parents will be better informed about expectations and resources
14	Kindergarten Round-Up	1	11	Students will be better prepared for school entry and parents will be better informed about expectations and resources

### **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	PLCs - sessions will be provided to improve staff and parent relationships	17	60	Improve relationships with parents to help improve student academic 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)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	lack of motivation	become more proactive through encouragement and communication
2	work schedule; Blacks, Hispanics, Whites	offer more flexible times

### 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
1	Increasing Parent Participation	ALL PRO DAD-three activities that encourage and provide dads with skills that enable them to become better fathers and role models to their children. Beginning of year Kick-off with fun activities for father and child; Father-Daughter dance and the Donuts with Dad
2	Building Capacity of Parents	IMOM-program that help mothers raise their children in ways that increases their wisdom and stature. Mothers are given resources to help build relationships with their children. Moms gather with their kids and other moms to discuss topics and encourage their kids and one another.