

LINCOLN PARK ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Cassandra 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)].

Signature of Principal or Designee

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: Lincoln Park Primary School will actively involve parents by providing information and opportunities for all parents to participate and operate as stakeholders with faculty, staff and the school community in the implementation of Title I school and home programs in an effort to achieve highest student achievement and school performance.

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 are invited to attend the Title I Annual Meeting. During the meeting, parents will be provided the opportunity to become involved in the planning, decision making, review, and improvement of Title I Programs including involvement in the decisions regarding how funds for parental involvement will be used. Parents will also be involved in reviewing and revising the PIP and Parent-School Compact when changes are needed. Parents are invited and encouraged to participate on our School Advisory Council (SAC). The SAC will be the venue for parents to attend, day and/or evening, meetings (every nine weeks). Parents will receive weekly, written communication from teachers in the form of "Good News Notes". Parents will also be provided with a monthly newsletter from the Principal. Parents will be provided an opportunity to communicate with teachers after each 9-week grading period on "Report Card Days". In addition, parents will be invited to attend Family Literacy Nights that will incorporate reading, math, science and social studies during each 9-weeks.

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	Pre-K Program	Title 1/ESE/Escambia County School District/Lincoln Park Elementary
2	VPK Program	Title 1/Escambia County School District/Lincoln Park Elementary School
3	Report Card Days	During the conferences, teachers will share students' academic progress and provide parents with suggestions and strategies to help their child at home. Title I funds will be used to provide subs.
4	Parent Teacher Conferences	Teachers will be available to conference with parents during their scheduled planning and afterschool. During Parent teacher conferences, teachers will share students' academic progress and will provide parents with suggestions and strategies to help students at home.
5	Family Literacy Nights	Parents will be invited to attend Family Literacy Nights during each 9-weeks. Family Literacy Nights will incorporate activities designed to teach parents how to assist students at home in all academic areas. Funds will be used from the Title I School Improvement Initiative to provide materials and supplies for parents to work with students at school and at home.
6	Title I, Part C	The district provides a migrant liaison to provide services and support to students and parents. The liaison coordinates with Title III to ensure staff development needs are provided. However, Lincoln Park does not have any migrant students at this time
7	Title II	The district provides Lincoln Park with supplemental funds for professional development training on how to involve parents. The school will engage
8	Title I - School Improvement Initiative	SIG monies will be spent on Whole Brain staff development for teachers, Professional Books, Lesson Study Kits, Classroom Libraries, Reading Subscriptions, Instructional supplies for Teachers and Instructional packets for parents.

Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity [Section 1118(c)(1)].

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
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1	Notification of Annual Parent Meeting	Administration	September 2013	Flyer and School Messenger
2	Develop agenda, handouts, and/or presentation materials	Administration	September 2013	Copy of Agenda and minutes
3	Develop sign in sheets	Administration	September 2013	Copy of Sign in sheets
4	Maintain documentation	Administration	September 2013	Copy in Principal's files
5	Parent Attendance and Feedback	Administration	September 2013	Attendance and Feedback

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: During the 2013-2014 school year, Lincoln Park Primary School will utilize a variety of different strategies to increase parent participation in meetings as a means to increase parent involvement. Meetings will occur during school and afterschool. Parent conferences will be scheduled on a case by case basis. Parents will be provided the opportunity to attend conferences before school, during school and afterschool. Parents will be provided with unscheduled access to the Principal as well. Parents will be provided an opportunity to attend conferences and/or workshops. Title I funds will be used to provide parents with related materials. The Principal and teachers will make home visits as needed to provide information to parents. Also, the School Social Worker will make home visits regarding any school related concerns. Bus tickets will be provided for parents if necessary.

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	Common Core/Face to Face Meeting	Administration and Teachers	School Improvement Plan Goals and NGSSS	On Going	Parent Surveys
2	Assessments/Individual Conferences, Progress Reports and Report Cards	Administration and Teachers	School Improvement Plan Goals	On Going	Parent Surveys
3	Title 1 Program, Title 1 Meeting/Compact Letters	Administration and Teachers	School Improvement Plan Goals	On Going	Parent Surveys
4	Reading, Math, Science, Writing/Hard Copy Dissemination of Material and Web-Based Programs	Administration and Teachers	School Improvement Plan Goals	On Going	Parent Surveys
5	Progress Monitoring/Individual Conferences	Teachers	School Improvement Plan Goals	On Going	Parent Surveys
6	Home/School Connections and	School	School	On	Parent Surveys

	Volunteer Training	Volunteer Coordinator	Improvement Plan Goals	Going	
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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	Book Study - Teaching with Poverty in Mind	Principal/ Staff	Mutual Respect from Home and School Fostering Higher Student Achievement	October - December	Climate Survey

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: A Parent Resource Center will be made available at Lincoln Park Primary School that will include reading/literacy programs and computers for parent use. The resource center will provide parents with the opportunity to check out reading/literacy programs. Parents will be encouraged to visit the center when conferencing with teachers on Report Card Days. A Literacy Coordinator (Work Force Grant) will be assigned one day a week to provide literacy outreach services and conduct parent workshops that focuses on literacy and school readiness.

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: An Annual Title I meeting is hosted at the beginning of the year to provide parents information about Title I programs. Parents are encouraged to attend a Parent Involvement Meeting where they will assist the school in developing the School-Family Compact, planning and sharing. Information is available in in our school's newsletters, during Open House, at School Advisory Council meeting, from the school's website and through our School Messenger call-out system. Ongoing communication and information are provided through Parent/Teacher Communicators (teachers send home weekly "Good News Notes"). Parent Input will be collected through the climate survey and that feedback will be used to improve parent involvement. Lincoln Park Primary School provides information regarding the curriculum in our school brochure, school newsletters, parent report card days, at our School Advisory Council Meetings (SAC),aOpen House, in principal and teachers' newsletters and during parent/teacher conferences.

Academic assessment information that is used to measure student progress is provided by principal and teachers through newsletters, Parent Nights, parent conferences held during and afterschool hours, Report Card Days, phone calls and home visits. These

communications include information about student grades, formal and informal assessments and information to aid parents with helping parents to improve their child's performance. Our school provides opportunity for parental input at our School Advisory Council meetings. School climate surveys are made available for parents to provide input and feedback.

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: Parents are invited to an Annual Title I meeting, Open House, Family Literacy Nights and student performance activities. As we develop documents for parents, close attention is given to the literacy level of all of our parents (not just parents who live in our immediate community). The Home Language Survey is included in enrollment packets and is sent home to parents. When parents are speakers of another language, the Title I office is contacted to secure interpreter(s) or for document translation. The summary of the Parent Involvement Plan will be sent to parents through a newsletter. The Parent Involvement Plan will be posted on our school's website and a copy will be made available for view in the main office.

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)];	Scheduling Meetings at Different Times of the Day and Evening	Principal and Teachers	Students tend to do better in school when their parents and teachers are communicating and working together	On Going
2	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Training for staff during faculty meeting on parental involvement	Principal	Improve the ability of staff to work effectively with parents	Ongoing
3	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Meetings with School Partners	Principal and School Volunteer Coordinator	Use of school partner programs with parental involvement activities will build stronger home-school connections that improve student achievement	On Going

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	NGSSS/Face to Face Meeting	1	12	School Improvement Plan Goals and NGSSS
2	Assessments/Individual Conferences	2	23	School Improvement Plan Goals
3	Title 1 Program, Title 1 Meeting/Compact Letters	1	14	School Improvement Plan Goals
4	Reading, Math, Science, Writing/Hard Copy Dissemination of Material and Web-Based Programs	1	5	School Improvement Plan Goals
5	Progress Monitoring/Individual Conferences	1	42	School Improvement Plan Goals
6	Home/School Connections and Volunteer Training	1	7	School Improvement Plan Goals

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	Value of Parent Involvement	3	12	Mutual Respect from Home and School Fosters Higher Student Achievement
2	Communicating and Working with Parents	5	26	Mutual Respect from Home and School Fosters Higher Student Achievement
3	Implementation and Coordination of Program	5	26	Mutual Respect from Home and School Fosters Higher Student Achievement
4	Building Ties Between Home and School	3	24	Mutual Respect from Home and School Fosters Higher Student Achievement
5	Cultural Sensitivity	1	25	Mutual Respect from Home and School Fosters Higher 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)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
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1	Lack of transportation	Bus Tickets provided
2	Scheduling of meetings	Open Door Policy
3	Lack of communication	Teachers communicate weekly via phone calls and/or notes, Quarterly parents conferences on Report Card Day, home visits when necessary

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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