

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

I, Karen Jeanene Hall , 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:** Bratt Elementary School believes that the education of a child is a shared responsibility of the parents, teachers, staff, and community. Our school provides opportunities to encourage parents to be actively involved in the education of their child. Bratt Elementary is committed to building stronger links between the school, home, and community.

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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:** Using district and state guidelines the administration will include parents in the development and implementation of the school's Title I Plan. Activities and procedures will be planned using the School Advisory Council (SAC) and PTA Meetings. The School Advisory Council is selected by nominations then a vote among all stakeholders. The administration and volunteer coordinator will plan and provide volunteer orientation for parents/guardians/community members before the end of September. Using district and state guidelines, the principal will provide volunteer orientation for teachers at the beginning of the school year.

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## Coordination and Integration

Describe how the school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1118(e)(4)].

count	Program	Coordination
1	Head Start	Melanie Perritt
2	VPK	Melanie Perritt
3	Title I	Marcia Nowlin

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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	Develop Agenda, handouts, powerpoint and/or presentation materials for Annual Title I parent meeting	Principal and/or Leadership Team	September	Copy of documents
2	Develop and disseminate invitations	Classroom Teachers Parent Educator	August/September	Invitation/newsletter
3	Advertise/publicize event	Technology Coordinator Principal	August/September	Placed on web site, school marquee, flyers, newsletters
4	Develop sign-in sheets	Classroom Teachers	August/September	Completed sign-in sheets
5	Maintain documentation	Principal	2015-2016	files kept in office

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## Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to parental involvement [Section 1118(c)(2)].

**Response:** Meetings are offered both during the morning and afternoon. Parents will be given a choice of convenient times to attend conferences. Home visits are available if needed. Transportation will be offered depending upon need and available funding.

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## 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	Assessments, progress reports, report cards	Principal/Teachers/ Assistant Principal	Improve Achievement	On-going	Progress reports, report cards, PMPs,
2	Title I Meeting/Open House/Compact letters	Principal/Teachers/Assistant Principal	Improve Achievement	By September	Sign-in sheets, signed compacts
3	Communication of student progress	Teachers/Rtl Team	Improve Achievement	On-going	Daily communication sheet, progress reports, report cards, PMP, RTI
4	Strategies for working with the school-Parent workshops, volunteer orientation, counseling sessions	School Counselor, Teachers	Improve Achievement	On-going	Sign in sheets, summary of contacts
5	Focus Gradebook/Parent Portal	Teachers	Improve Achievement	On-going	Parent participation
6	Summer Learning Workshop	Principal/Assistant Principal/School Counselor	Improve Achievement	May	Parent participation
7	Technology Night	Tech Coordinator/Assistant Principal	Improve Achievement	Fall	Sign-in sheet
8	Monthly Grade Level Parent Involvement STEM Activity	Principal, Assistant Principal, Classroom Teacher	Improve Achievement	On-going	Sign-in sheets

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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	Value of Parent Involvement	Principal/School Counselor	Improved Achievement	September On-going	Applications, Climate Surveys
2	Building ties between home and school	School/Community/Web-link to Title I	Improved Achievement	On-going	Parent/School Volunteer and Contact Logs
3	Volunteer Training	School Counselor/Principal	Improved Achievement	Fall 2014	Sign in Sheets

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## 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:** School Counselor, Media Specialist, and Principal will work together to provide a room where parents can work and use materials with students throughout the school year.

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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:** Timely information will be sent home, posted on the school's web site, monthly newsletters and school marquee. The curriculum and assessments are state approved and district adopted. Before the end of October, classroom teachers will have completed the initial parent/teacher conference. During the parent/teacher conference, academic progress is discussed with suggestions to help students at home and school. Parents can schedule teacher conferences as needed throughout the school year. Response to Instruction meetings will be conducted for struggling students with invitations to parents. As other activities become available, parents will be notified by monthly newsletter, web site, teachers' written communication or phone contacts. Documentation will be maintained by the Principal.

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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:** When developing the documents we consider the literacy levels of the parents in our community. Parents will complete a Home Language Survey when registering a student. If parents are speakers of other languages the ESOL department is contacted for interpreters or document translation. Based on current surveys English is the only language in which information will be distributed.

Teachers of children with disabilities will send a copy of the document home to each parent. All necessary accommodations are made for parents and children with disabilities. Interpreters are available for translating documents for parental involvement activities. Bratt has not had any parents with limited English proficiency. As needed, a school-based interpreter will assist with hearing impaired parents/guardians.

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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)];	Schedule parent meetings at various times	Principal/Teacher/School Counselor/Parent Educator	Improve Achievement	On-going

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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 previous year's Parental Involvement Plan**

### **Building Capacity Summary**

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children [Section 1118 (e)(1-2)]. Include participation data on the Title I annual meeting.

<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	Progress reports, Report cards	8	3504	Improved Achievement
2	Title I Meeting/Open House/Compact letters	3	819	Improved Achievement
3	Communication of student progress	1	438	Improved Achievement
4	Parent workshops, volunteer orientation	5	78	Improved Achievement
5	Focus Gradebook/Parent Portal	1	438	Improved Achievement
6	Parent Involvement STEM Activities	6	194	Improved Achievement
7	Reading Night	1	64	Improved Achievement

### **Staff Training Summary**

Provide a summary of the professional development activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1118 (e)(3)].

<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	Value of Parent Involvement	1	35	Improved Achievement
2	Building ties between home and school	1	35	Improved Achievement
3	Strategies for parents working in the school - Volunteer Training	1	35	Improved Achievement

### **Barriers**

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background) [Section 1118(a)(E)].

<b>count</b>	<b>Barrier (Including the Specific Subgroup)</b>	<b>Steps the School will Take to Overcome</b>
1	Transportation(economically disadvantaged group)	Finding ways to provide transportation
2	Working Parents	Offer activities both during and after school hours when possible.
3	Lack of parent participation with older students	Invite and have events that encourage parent participation.

### **Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the previous school year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

count	Content/Purpose	Description of the Activity
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