

R. C. LIPSCOMB ELEMENTARY SCHL Title I, Part A Parental Involvement Plan

I, Susan Sanders , 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: The mission of R. C. Lipscomb Elementary is to encourage students to make the most of their potential to become independent thinkers and lifelong learners; and to produce self-reliant productive citizens.

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: R. C. Lipscomb Elementary is a risk-free environment where children with a wide range of academic abilities and cultural backgrounds are nurtured, encouraged and expected to excel. It is a place where diversity is seen, not as a challenge, but as an opportunity. It is a place where educational programs rise to embrace a host of educational experiences in all areas. It is a place where personal and professional growth is valued, fostered, and encouraged. It is a place where educators, parents, and members of the community work together toward the common goal—educating children. It is a place where everyone's efforts are valued.

Our vision is one where traditional techniques of learning are fostered and innovative new ideas are encouraged. R. C. Lipscomb Elementary is a place where developmentally appropriate activities are offered to students in such a manner as to foster the best academically in each child. It is a place where music, art, and PE are integrated with other forms of art and culture to enhance learning. It is a value rich environment where core values are lived and demonstrated by example. It is a place where administrators, teachers, and parents set standards and provide input into decision on how funds are spent for parental involvement, student achievement, and how Title I funds will be spent. It is a place where technology is integrated into the total curriculum. Finally, R. C. Lipscomb Elementary is a place that leads the way in every aspect of the educational program.

The group responsible for planning, review, and improvement of Lipscomb's Title I program is our School Advisory Committee (SAC). Members are elected by their peer groups. The SAC group is made up of 7 parents, a teacher, a teacher assistant, a community representative, and the principal. This SAC reflects the racial and economic makeup of our school. Input from parents is documented by SAC minutes, E-mail, and parent surveys. Parental involvement is provided through PTA, SAC, and school volunteer activities.

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	Teacher/Parent conferences	Teachers
2	K and 1st grade parent nights	Teachers/Administration
3	Science Night	Administration/Teachers/PTA
4	Reading Nights	Administration/Teachers/PTA
5	PIRC	Website
6	Title I	District Title I
7	District Title I office	Parent workshops
8	Head Start	Brochures

9	Child Find	District programs
10	Early Reading First	District programs
11	Even Start	District programs

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	District/School website	Technology Coordinator	September 2015	view web site
2	Parent letters	Administrators/Teachers/PTA	September 2015	copy of documents
3	Develop agenda, handouts, and/or presentation materials;	Principal	September, 2015	copy of documents
4	Develop sign-in sheets	classroom teachers	September, 2015	completed sign-in sheets
5	Maintain documentation	Principal	September 2015	documentation in Title I files
6	SAC Meeting	Administration/Elected Community Members	September 2015	Minutes/Sign-in sheets
7	Title I presentation	Principal	September 2015	Copy of document.

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: PTA meetings; Teacher/Parent meetings/SAC meetings/Title I Parent training; Meetings will be offered during the morning and afternoon depending on the needs of the parent. Parents will be given a choice of convenient times to attend conferences. Home visits are offered as needed. Content of these meetings are documented by agendas, which include

assessment, parental involvement, parent portal of FOCUS grade book, testing timelines, and explanations of school grades. The Principal and Assistant Principal are responsible for these content areas.

Building Capacity

Describe how the school will implement activities that will build the capacity for strong parental

Describe how the school will implement... 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 individual students/conferences/progress reports, report cards, PMP/RTI process for individual students	Principal/Teacher/Administration	Increase student achievement	ongoing	Progress reports, report cards, PMPs, FSA reports, conference logs
2	Title I program	Principal/Teachers	Increase student achievement	ongoing	view school/district web site
3	New student registration	Admin. Clerk/Secretary	Increase student achievement	ongoing	Signed compacts in student files
4	Informing parents of FSA Reading, Math, Writing and Science FCAT scores	Principal/Teachers	Increase student achievement	July - ongoing	Scores in file
5	Progress Monitoring	Teachers/RTI Team	Increase student achievement	ongoing	Daily assignments, progress reports, report cards, PMP, Discovery Education
6	Strategies for working with the school	Guidance Counselor, Teachers, Administration	Increase student achievement	ongoing	Climate Survey
7	Book Fair Family Night	Media Specialist	Increase student achievement	January 2016	AR points, increased reading levels, improved test scores
8	Science Family Night	PTA/Teachers/Science Lab Tech/Administration	Increase student achievement	Spring 2016	Improved science test scores
9	Lipscomb Leaders Program	Adminstrators	citizenship correlates with high academic achievement	August - ongoing	number of students participating, goal at 80% and higher
10	Boy's only Reading night	PTA	Increase student achievement	November 2015	FSA scores
11	Girls only Reading night	PTA	Increase student achievement	November 2015	FSA scores

12	Volunteer Training	Assistant Principal	Increase student achievement	September 2015	sign-in sheet, Golden School award
----	--------------------	---------------------	------------------------------	----------------	------------------------------------

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	Timeline	Evidence of Effectiveness
-------	------------------------------	--------------------	-------------------------------	----------	---------------------------

			Achievement		
1	District training available to school based stakeholders	District/School based Administrators	Increase student achievement w/more parental involvement	ongoing	review of assessments
2	Web-site Information	Technology Coordinator	Increase student achievement w/more parental involvement	ongoing	view web site
3	Parent/Volunteer Orientation	Administration/PTA Volunteer Coordinator	Increase student achievement	September, on-going	Volunteer log
4	Communicating and working with parents	Guidance Counselor, Administration, School Psyc.	Increase student achievement	ongoing	Meeting logs
5	Building ties between home and school	School/community, Weblink to Title 1	Increase student achievement	ongoing	Parent/school volunteer raptor
6	FOCUS grade book portal	Teachers	Student grades	ongoing	Parental use
7	Response to Instruction	Guidance Counselor	Increase student achievement	ongoing	Rtl records
8	K and 1st grade parent conferences	Teachers/Administration	Increase student achievement	Fall 2015	parent attendance
9	Kindergarten Story Time	Teachers/Administration	Increase parental knowledge	May 2016	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: School Climate Survey; District Parent Survey; Parent, Student, Teacher Compact Local and District Workshops; PTA Meetings; School Newsletters; test results; report cards sent home every nine weeks; Transition meetings; District and School websites; Title I nights, SAC meetings, FOCUS grade book portal, PTA parent workshops. Lipscomb allows parents to participate in classroom activities designed to have parents interact with their children at school; Grandparents' Luncheon, Field Day, Art Night, Reading Nights, Science Night, Relay for Life activities, and other activities as previously noted. Parents are allowed to go on Field Trips with students as space is

available. Parents are notified of the above activities by newsletters, flyers, school website, and school phone messenger service. The school will monitor feedback via our annual climate survey.

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: Conference, phone calls, e-mails, written correspondence. Timely information will be sent home, posted on the school's web site, and monthly newsletters. Before the end of October, classroom teachers will have completed necessary parent/teacher conference. During the parent/teacher conference, student academic progress is discussed with suggestions to help students at home and school. Rtl meetings will be conducted for struggling students with invitations to parents. Parents can schedule teacher conferences as needed throughout the school year. As other activities become available, parents will be notified by monthly newsletter, web site, teacher's written communication or phone contacts. If a language or disability barrier exists, then the school and the District will provide the support needed to communicate effectively with parents.

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: Teachers of children with disabilities will send a copy of the IEP plan home to each parent after conferencing. All necessary accommodations are made for parents and children with disabilities. Interpreters are available for translating documents for parental involvement activities as needed. An ESOL itinerate teacher is available to students with english language needs.

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	Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];and	Climate survey results	Administration	FSA scores/DE scores/Student grades	End of year
2	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	PTA parent training	PTA /Administration	FSA scores/DE scores/Student grades	Fall 2015
3	Maximizing parental involvement and participation in their children's education by	Parent /teacher conferences/PTA meetings/SAC meetings/Parent	Teachers/Administration/PTA	FSA scores/DE scores/Student grades	ongoing

	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)];	opportunities to volunteer/Parent FSA training			
4	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Enhance current parent involvement activities and provide new activities based on parent/teacher input.	Administration/PTA	FSA scores/DE scores/Student grades	ongoing
5	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Include these organizations in SAC membership, provide the school for use by these organizations.	Administration/PTA/SAC	FSA scores/DE scores/Student grades	ongoing

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 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.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Assessments individual students, conferences, progress reports, report cards, PMP/Rtl process for indi	1	925	increase student achievement
2	Title 1 program	1	925	increase student achievement
3	New student registration	1	925	increase student achievement
4	Informing parents of FSA Reading, Math, Writing, and Science FCAT scores	1	925	increase student achievement

5	Progress monitoring	1	925	increase student achievement
6	Book Fair Family Night	2	925	increase student achievement
7	Science Family Night	1	925	increase student achievement
8	Lipscomb Leaders Program	4	925	citizenship correlates with high academic achievement
9	Boy's and Girl's Reading Nights	2	925	increase student achievement
10	Volunteer Training	1	925	increase student 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)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	District training available to school based stakeholders	1	925	increase student achievement w/more parental involvement
2	Website information	1	925	increase student achievement w/more parental involvement
3	Volunteer training for faculty and staff	1	100	increase student achievement w/more parental involvement
4	Parent/Volunteer Orientation	1	50	increase student achievement w/more parental involvement
5	FOCUS gradebook portal	1	925	student grades
6	Response to Instruction	1	925	increase student achievement
7	Communicating and working	1	925	increase student achievement

	with parents		w/more parental involvement
--	--------------	--	-----------------------------

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)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	work schedules	offer many evening activities, parent conferences
2	limited English	offer translators and/or translated documents

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
-------	-----------------	-----------------------------