

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

I, Tracy Shenuski, 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:** Lakeview Elementary prepares students to be healthy, responsible, critical thinkers, and problem solvers who are capable of achieving their highest potential. Parents are a vital part of our mission, and we believe that all parents should take part in the decision making and implementation of Title I. The SAC has many sub-committees that request the assistance from parents to develop SIP, Title I events and input of ideas for the purchase of academic materials. In addition to regularly scheduled special committees, the school will seek input regarding the expenditure of Title I funding, acquisition of materials, design of activities and best practices for collaborating with parents through multiple survey initiatives. We will survey parents twice a year with a

formal survey regarding student needs and 5 times per year the parents will have an opportunity to provide feedback directly to administration using a "comment card" format.

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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:** The parents in SAC will overlook the Title I parent involvement. These parents are nominated and elected to SAC by the existing SAC. Parents have been and will continue to be part of the decision making process of family events that reflect the SIP, they will be part of sub-committees that assist in the development of evening events, SAC budget, and various Title I activities. Parents will also assist in the Title I parent mobile lab, expenditures of the Title I parents funds. Periodic needs assessment surveys will be given throughout the year in an effort to seek parent input and strengthen collaborative practices regarding Title I programs and expenditures. During these activities parent input may be documents by minutes taken from meetings or by disaggregating survey responses. The information gathered will be used to determine program effectiveness overall.

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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	Title III	The school and district ELL rep will provide literature and resources to parents at various evening events, and parent events.
2	Title II	The professional Dev activities are facilitated and monitored by LVE resource teachers and Dist professional Dev dept.
3	VPK	VPK teachers work with LVE teachers to enhance primary teaching and classroom management skills. The VPK behavior specialist conduct discipline workshops for parents/teachers
4	Title X	The Families in Transition (FIT) students are provided a snack bag each weekend. Lakeview also provides clothing from the LVE kids closet.

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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	Create flyer, power point, agenda	Principal	Aug/Sept	Copies of flyer, agenda, hand-outs
2	Advertise in school newsletter, on school marquee, utilize Iris "call-out" to parents home phone	office staff, head custodian	Aug/Sept	emails, newsletter

3	Parent invites	Assistant Principal	Aug/Sept	copy of flyers with dates/times
4	Sign-in sheet for multiple sessions	Admin secretary	Sept	collection of sign-in sheets
5	Compile documents	Assistant Principal/Admin Secretary	Sept/Oct	Scan sheets
6	Teacher compact training	Assistant Principal	August	Sign-in sheets agenda
7	Record Iris call-out(phone) to families	Office staff	Sept	emails

## 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:** Throughout the school year, Lakeview has various events and activities on a variety of weekly nights and mornings. The Title I mobile lab will serve as a resource for our families. Many academic activities are scheduled during evenings. Every second Thursday SAC/PTO conduct the monthly meetings. Parents report Title I parent news from dist Title I meetings, along with school staff relating to SIP and PTO updates.

## 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	Back to School Night	Leadership Team	Parents will learn more about the curriculum and instructional strategies being used at school. Teachers will share ways that parents can work with students at home.	Sept.	School Calendar. SIP, Sign-in sheets, Web-site
2	Parent Portal training	Asst. Principal	Parents will learn how to access grades, attendance, and teacher comments using the new FOCUS portal system.	Sept. (varied dates and times)	Visitor log in information
3	Math Night and I-Ready Night (local assessment)	Math Science coach	Math committee will facilitate interactive math activities for parents and students to complete individually	Feb	Iris call-out, Newsletter
4	Literacy and I-Ready Night	Literacy Committee(RdCoach)	Families will visit various Reading /Lang Arts activities.	Dec. and Jan.	Sign-in sheet and rotation maps.

	(local assessment)				
5	Stem Night	Title I and Math and Science Coach	Families will get to see STEM resources and how to use them with their children.	TBD	Newsletter, sign-in sheets
6	Principal Post Card	Tracy Shenuski/ Shelby Pagan	Parents will receive quarterly post card emphasizing upcoming events and providing parents ways to increase academic performance. The post cards will also contain a "parent comment" section to increase parental input.	July, September, November, February, April	Returned cards with comment section completed
7	Dolphin Dash and Wellness Fair	Leadership Team	Parents will participate in wellness activities with their children.	March	Registrations for event
8	Science Night	Math Coach	Science committee will facilitate interactive science activities for parents and students to complete individually	Spring	Sign in sheets. invitations
9	FSA Night	Leadership Team	Parents will learn more about state assessments and how they can help their child	Feb./March	Sign in sheets, invitations, powerpoint

## 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	Communication and working with parents	Parent Title I liaison and SAC will provide tips and techniques for communication	Provide various topics for teachers/staff to focus. Components of the Compact, Allow for parent understanding of specific test/academic terms.	Sept/Oct	Sign-in sheets and agenda
2	Cultural sensitivity, Training	Leadership team, title I resource teacher	Provide staff information on cultural diversity, link to instruction and Marzano materials.	Oct	PLC gradelevel meetings.
3	Five levels of Parent Involvement Training	Administration	Provide staff with a better understanding of the different types of parental involvement.	Fall	Sign in sheets and agendas
4	Implementation and coordination of parental involvement program overview/trainings	Administration and Leadership Team	Parent and staff awareness of academic progress monitoring	Ongoing	Meeting notes, agenda items, school calendar

5	Building ties between home and school, overview training	District Title I, Resource teachers, ELL staff and LVES leadership team	Link home and school strategies with parent involvement	October	Agendas, meeting notes
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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:** The Title I mobile lab will be made available for parents to check out materials to use at home with students. A Title I representative will bring the mobile unit throughout the year and meet with parents as an additional resource. A central location has been designated for the lab's location and the visitor sign in records will be used as documentation for this activity.

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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:** Open House allows parents to visit the school and review available resources. Presentations are given in the cafeteria regarding the Title I Compact and its purpose. In addition, throughout the school year, parents are provided with information on how to communicate with the various departments at Lakeview, as well as the homeroom teachers. This would include emails and newsletter, postcards and flyers that would be sent home with their students.

During weekly department and grade level meetings faculty and staff are directed to continue updating all stakeholders and complete proper forms when scheduling events or activities.

Curriculum being used at the school is addressed at the school SAC and PTO meetings. Technology links are available directly on LVE's website for parent access. Immediate access into student grades will be available through the Parent Portal. We will provide training for parents in September over several days with various times available.

Any parent is able to request a parent/ teacher conference and must give at least a 24 hour preparation time for the teacher. Face to face and telephone conferences are available.

Parents may contact teachers via e-mail. All teacher e-mail addresses are available on LVE's website.

Students in grades K - 5 have a school agenda. Teachers use these to communicate daily with parents regarding student work and behaviors.

SAC Committee is for both parents and teachers to work together in helping to evaluate the School Improvement Plan and to help generate other ideas for programs to help to achieve our school plan. It also allows monthly updates from the administrative side of school issues from curriculum to testing to behaviors and great achievements by students and staff.

ESE, ESOL, MTSS, and 504 parent meetings are held at least annually in order to update and document student learning goals and gains in their specified work area.

End of Year Survey is open for parents to take on parent nights via a survey generator. Results are presented to SAC committees and are available by a link from the school website.

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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:** In an effort to address fluctuating student populations, Lakeview has several systems in place. Lakeview has an automatic dial out program that administration uses to contact parents in regards to events happening at the school as well as emergencies. Lakeview also utilizes Remind 101 to text parents of events. In addition, postcards are sent from administration to parents as well to share information and keep the lines of communication open. Regular updates are sent to teachers and staff via emails to ensure all information is sent to students on a regular basis. School Newsletters go home every month to every student (Eng/Spanish copies). Lakeview's school website main page is consistently updated with current events. In addition to current events, links to Title I documents and materials are included.

Teachers send home either a monthly or weekly calendar with the students in order to provide information on events at school as well as within their classrooms.

Osceola County School District has a virtual backpack website that parents can visit in order to see the various community businesses that are involved with the schools.

Lakeview's sign, located in the front of school, is updated with various times and dates of important events.

In the front office, a bulletin board is utilized to display current and upcoming events in a location that is easy for parents to see and read. (Items will be provided in English and Spanish.)

The Lakeview ELL staff provides translated materials to parents. The front office has hand-out materials available. When applicable the district special needs staff are available to assist parents with mobility concerns and with sight and hearing disability issues.

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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:  
X Not Applicable

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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	Back to school Night	1	465	Parents learned more about the curriculum and instructional strategies begins used at school.
2	Parent Portal	3	99	Parents learned how to access the parent portal to monitor how their child is doing at school.
3	Math Night	1	260	Parents will be able to help their children
4	Reading Night	1	345	Students will have additional practice reading at home wit the strategies they learned at literacy night.
5	Science Night	1	174	Students will do better in science.
6	Dolphin Dash	1	180	Students and parents have a better understanding of wellness.

### **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 Parental Involvement	1	43	Teachers and families will work together to help students.
2	Two Way communication with parents	1	43	Parent involvement will increase and students achievement will increase as the result of additional support.
3	Cultural Sensitivity Training	1	43	Understanding of our diverse student body will help teachers engage all students.
4	5 levels of parental invlvement	1	43	Teachers will be better able to see the levels of support to get their students additiional support

### **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	Conflicts with other events and times	monitor community and district calendars
2	Attendance: at events close to dinner	Provide snacks and refreshements

### **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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