

SHERWOOD ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Larry Knight, 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: Sherwood Elementary School will actively involve parents, teachers, staff, and community to prepare students to be responsible, productive citizens. The Parent Involvement Plan and Mission Statement will be reviewed by the 2016-2017 School

Advisory Council during the spring meeting to make any necessary revisions for the 2017-2018 school year.

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: Parent input is given at the School Advisory Council meeting when budgets are discussed. Parents have the opportunity to suggest how Title I monies and other budget monies will be spent for the next school year. Once budgets are developed, the School Advisory Council reviews them for approval. All School Advisory Council meetings are advertised in our monthly newsletter and via School Messenger so any parent can attend.

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 and VPK	VPK Coordinator and Head Start
2	Title I	SAC

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, and/or presentation materials	Principal and/or Leadership Team	September 2016	Copy of Agenda
2	Develop and disseminate invitations	Principal and Classroom Teachers	September 2016	Copy of Newsletter
3	Advertise/Publicize event	Principal	October 2016	Copy of School Messenger
4	Develop sign-in sheets	Principals/Teachers	October 2016	Copy of Sign-In Sheets

5	Maintain Documentation	Principal	October 2016	Copy in Files
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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: During the 2016-2017 school year, Sherwood Elementary School will conduct meetings during the day and evening. Parents are given a choice of attending conferences and/or workshops. Teachers will make home visits as needed. The School Social Worker will also make home visits concerning any school related issues.

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	Florida States Standards Assessment Preparation Activities (Technology Resources, Homework Support, etc.)	Principal, Assistant Principal, Curriculum Coordinator, Teachers	SIP, Core Curriculum Goals	October 2016, January 2017	Sign-In Sheets, Parent Satisfaction Surveys
2	Assessments-Individual Conferences, Progress Reports, Report Cards	Principal, Assistant Principal, Curriculum Coordinator, Teachers	SIP Core Curriculum Goals	On-Going	Progress Reports, Report Cards, PMPs, Conferences
3	Annual Title 1 Meeting - Family Compact Letters	Principal, Teachers	SIP Core Goals	October 25, 2016	Sign-In Sheets, Signed Family Compacts
4	Reading Math Science, and Writing - Hard Copy Dissemination of Material and Web-Based Programs	Principal, Teachers	SIP Core Curriculum Goals	On-Going	Copy of Materials Given
5	Progress Monitoring - Individual Conferences	Teachers, RTI Team	SIP in all Curriculum Areas	On-Going	Discovery Education, Progress Reports, Report Cards, RtI Data

6	Volunteer Training for Parents	Curriculum Coordinator, Parent Educator	SIP Goal 2	August 26, 2016	Sign-Sheets
7	Parenting - Flyers to Advertise Parenting Programs and activities	Guidance Counselor	SIP Goal 2	On-Going	Parent Satisfaction Surveys
8	Parent Conferences for K-5	Teachers	SIP Goal 2	October/November	Teacher Reports, Parent Satisfaction Survey
9	Parent Conferences for Possible Retentions	Teachers	SIP Goal 2	February/ March	Teacher Reports, Improved Student Achievement
10	Family Night	Teachers	SIP Goal 2, Core Curriculum Goals	December 13, 2016	Sign-In Sheets, Survey

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 Parental Involvement	Principal, Curriculum Coordinator	SIP Goals	On-Going	Parent Satisfaction Survey
2	Communicating and Working with Parents	Principal, Assistant Principal, Curriculum Coordinator, Teachers	SIP Goals	On-Going	Parent Satisfaction Survey
3	Building Ties Between Home and School	Prin., Asst. Prin., Curr. Coord., Teachers, Guidance Counselor	SIP Goals	On-Going	Parent Satisfaction Survey
4	Cultural Sensitivity	Guidance Counselor, Principal	SIP Goals	On-Going	Parent Satisfaction Survey
5	Staff Volunteer Training	Curriculum Coordinator	SIP Goals	September 14, 2016	Increased Parental Involvement

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: Title One has a Parent Resource Center at McMillan. Upon request to the Title One office parents can receive parent training for use of resources at the Center.

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 with students, posted on the school's web site, the school's Facebook page and in monthly newsletters. Before the end of October, classroom teachers will have completed initial parent/teacher conferences. During the parent/teacher conference, academic progress with suggestions to help students at home and school will be shared. Parents can schedule teacher conferences as needed throughout the school year. During the fall, parents will be invited to Open House. As other activities become available throughout the year, parents will be notified by monthly newsletters, web-site, teachers' written communication or phone contacts.

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 necessary accommodations are made for parents and children with disabilities. Interpreters and translated documents are available for parental involvement activities.

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 meetings at various times	Principal, Teachers	SIP Goals	On-Going
2	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Incorporating ideas from Book Study	Principal, Assistant Principal, Leadership Team,	SIP Goal 2	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 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	FCAT Parent Night: FCAT Testing and Standards Tested	0	0	Meeting SIP Goals
2	Family Night: Web based help for students, Make and take activities for K, 1 for reading	1	200	Meeting SIP Goals
3	Parent Conferences	2	600	Meeting SIP Goals

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	Volunteer Training	1	46	Meeting SIP Goals
2	Techniques for Conferencing with Parents	1	46	Meeting SIP Goals

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	Parent Work Schedule	some teachers communicate via text messaging, we will send material home to parents unable to attend meetings
2	Parents unable/unwilling to attend	some teachers communicate via text messaging, we will send material home to parents unable to attend

	meetings
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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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