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

I, Principal , 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)

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| **Response:** The Sealey Elementary School staff and parents will work together to prepare students to be responsible, respectful, and independent learners who will grow in his/her intellectual, physical and emotional development in a way that increases academic performance and encourages student and school success. |

**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 [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

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| **Response:** The School Advisory Council will meet quarterly to plan, review, and provide input into the school's Parent Involvement Plan and the School Improvement Plan.    The School Advisory Council will approve the Parental Involvement Budget, along with the School Improvement Budget.    The School Advisory Council will review the school grade, progress monitoring data, and the SPAR (School Public Accountability Report).    Success will be measured by the Spring Title 1 Survey and the School Climate Survey, as well as feedback from SAC meetings, PTO meetings, and parent/teacher conferences. Feedback information will be used to develop next year's School Improvement Plan, Parental Involvement Plan, and Title 1 Plan. |

**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)].

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| **count** | **Program** | **Coordination** |
| 1 | Title 1 | Funds will be used to hold parent workshops and to train teachers on strategies that will support student achievement. |
| 2 | Title 2 | Funds will be used for staff development where staff members will discuss expectations and plan strategies to share with parents. |
| 3 | Title 3 | Funds will be used for a paraprofessional who will provide interventions for our ELL students, as well as act as a resource for our ELL parents. |
| 4 | Student Intervention Team | The study team identifies students to monitor based on attendance, behavior, and potential academic failure. Strategies are developed to provide support and to monitor mprovement over time. Team conferences with parent provide data and support and decisions are made about services aimed at increasing student achievement. |
| 5 | Parent Nights | Teacher teams will plan science/math/reading nights to introduce parents to expectations and ways to assist at home. |

**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)].

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Develop agenda, handouts, and or presentation materials that address the required components. | Administration | August | Copies of Agendas and handouts |
| 2 | Develop and disseminate invitations | Administration and teachers | August | Flyers/copy of posting on school website |
| 3 | Publicize event | Administration | August | Posting on school website and marquee |
| 4 | Develop sign-in sheets | Administration | August | Copies of sign in sheets |
| 5 | Maintain documentation | Administration | August | Title 1 file cabinet and shared with LEA for monitoring. |

**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)].

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| **Response:** PTO, SAC, and some parent workshops will be held in the evenings after most work hours are completed. However, for shift workers we will also offer morning workshops each semester. Childcare is offered for PTO meetings, SAC meetings, and parent workshops, as needed. A parent resource center is located in the Media Center and will be open during school hours. |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Title 1 information/ Right to Know | Principal | Parents will be aware of the opportunities available to assist their child(ren) at home and at school. | September, 2016 | Agendas/Documentation of Right to Know letters |
| 2 | Curriculum/Florida Standards/Grade Level Expectations | Teachers | Parents will be familiar with what is required for students to be successful. | September, 2016 and ongoing | Open House sign-in sheets and Parent Conference documentation on report cards |
| 3 | 4th/5th Grade Level Parent Nights | Teachers | Parents will gain knowledge and understanding of what is expected and what they can do to support their child's academic success. | August, 2016 | Agendas and sign-in sheets |
| 4 | Standardized Testing Information | Assistant Principal/Teachers | Parents will become familiar with the FSA testing format and with strategies to help their child to be successful on the test. | January | Agenda and sign-in sheet |
| 5 | Parenting Skills | Principal | Parents will gain knowledge and understanding in ways to support their child's academic success. | Monthly, 2016-17 | Monthly newsletter |
| 6 | Science and Math Night | Teachers | Parents will gain knowledge and understanding in ways to support their child's academic success. | Spring, 2017 | Agendas and sign-in sheets |
| 7 | Kindergarten orientation | Teachers | Parents will learn the expectations for their upcoming kindergarteners. | Spring, 2017 | Agendas and sign-in sheets |
| 8 | PTO/SAC meetings | Principal/PTO and SAC presidents | Parents will learn information concerning the school and will participate in planning schoolwide activities for family involvement | Ongoing, 2016-2017 | Agendas and sign-in sheets |
| 9 | Fall Festival and Spring Family Night | Administration, PTO, Teachers | The functions will offer parents the opportunity to participate in motivational activities with staff and other families. | Fall, Spring, 2016-17 | Parent and community participation and attendance, amount of money raised, list of participating parent volunteers |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Teacher Training on effective forms of communication, on communicating discipline information with parents, and on sharing district requirements with parents. - | Principal/assistant principal | Teachers will be able to communicate better with parents to help them facilitate their child's academic success | Monthly during Professional Learning Communities | Agendas/Parent Surveys/Documentation of Right to Know letters |
| 2 | Book Study | Administration/PLC Lead teachers | Teachers will learn and share with parents strategies for increasing student perserverance in problem solving. | Monthly during Professional Learning Communities | Agendas/Parent surveys |

**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)].

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| **Response:** We currently have a parent resource center that allows parents to access web resources, including, but not limited to Listserv, school website, and FLDOE's website. We send home a monthly newsletter that includes tips on dealing with academics and behavior. Parents are solicited from orientation to become involved as volunteers and chaperones, as well as to become active participants in PTO. |

**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)].

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| **Response:** Parents will receive information about the Title 1 program at the school Open House and at grade level Meetings in August and September. The Right to Know letters and the Parent Compacts will be sent home during the first 2 weeks of school. Parents will learn about the curriculum , forms of assessment, and proficiency levels during the grade level meetings, individual parent conferences, and communication through the weekly folders from the teachers. Parents are invited to participate in PTO and SAC and are given the opportunity to give input to the Parent Involvement Plan and School Improvement Plan through annual Climate Surveys and Title 1 Surveys. Parents also receive information through a monthly newsletter, listserv announcements, and the school webpage. |

**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)].

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| **Response:** For those students who have limited English proficiency, we offer Spanish translation by school personnel or by translation software. For other languages, we can use the translation software or we contact the district ELL department to provide an interpreter. For those with physical disabilities, the school is accessible through ramps. |

**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:

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| **count** | **Activity** | **Description of Implementation Strategy** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** |
| 1 | Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and | Literacy Night in the Media Center for parents to use as a resource and literacy parent workshop with Reading Coach | Administration, Media Specialist, Reading Coach | Improved reading | October, January |
| 2 | 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)]; | Parent meetings will be held in the evenings for parents who work during the day and will be held during the day each semester for those who cannot attend at night. An off-site parent training will be held in the community for parents, making it easier for them to attend. | Administration | By offering meetings during various times and places, parents will have more opportunities to discuss and to learn about student achievement. | ongoing |
| 3 | Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)]. | A local church will work with Sealey and with parents to provide needed food for the weekends throughout the school year. Sealey will also partner with a local housing development for them to provide meeting space for the parents in the community to attend off-site Sealey workshops. | Administration | The partnerships between the community-based organizations will help strengthen the parent/school connection which will lead to enhanced student achievement. | ongoing |

**Upload Evidence of Input from Parents**

Upload evidence of parent input in the development of the plan.

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| [Uploaded Document](file:///C:\Users\martint\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\XMVOIDRB\fileUploads\370431_2016-2017_uploadEvidenceParentInput.pdf) |

**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.

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| [Uploaded Document](file:///C:\Users\martint\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\XMVOIDRB\fileUploads\370431_2016-2017_uploadCompact.pdf) |

**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.

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| [Uploaded Document](file:///C:\Users\martint\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\XMVOIDRB\fileUploads\370431_2016-2017_uploadCompactEvidence.pdf) |

## 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.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Open House | 1 | 375 | Parents would be knowledgeable of academic expectations |
| 2 | Grade Level Parent Nights | 3 | 150 | Parents would be knowledgeable of grade level expecatations |
| 3 | Parent Technology Night | 1 | 27 | Parents will understand computer based programs that the school and students utilize |
| 4 | Building Better Readers | 1 | 32 | Parents will learn ways to help their child become a strong reader |
| 5 | Parent Resource Library | 1 | 5 | Parents are able to visit this corner to seek information on how to help your child |
| 6 | Resource Table at the Carnival | 1 | 12 | Parents picked up literature on helping your child be successful |

**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)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Teachers participate in monthly PLC where they share ideas on how to improve parent involvment | 1 | 38 | Increased student 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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Language Barries | send home notes in translated version and secrure translators as needed |
| 2 | Inconsistent Method of parent contact as phones numbers change frequently | Use class Dojo more often and ask constantly ask parents to update phone numbers |
| 3 | Some parents work shift hours and are not always able to attend parent meetings/workshops | Provide more than one time frame for parents to attend parent meetings/workshops |