

LENA VISTA ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Heidi Morgan, 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: District and school-based Parent Involvement Programs in Polk County will strive to BUILD RELATIONSHIPS to create real family engagement for every child, every family, every teacher, every day. The mission of Lena Vista Elementary is to provide students with a positive, rigorous learning experience to become productive citizens within our community.

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: Lena Vista will involve parents in the planning, review, and improvement of Title I programs including involvement in the decisions regarding funds for parental involvement. Our School Advisory Council, SAC, met on September 22, 2016 to approve the Parent Involvement Plan and the Parent Involvement Funds. SAC met also met on May 19, 2016 to approve the 2016/17 School Parent Compact and to gather input for the 2016-2017 Parent Involvement Plan, PIP, as well as to conduct a peer review of the 2016/2017 School Parent Compact. Each year, the Parent Involvement Coordinator, the administration and the PTO/SAC members discuss parent involvement needs and brainstorm ideas for the use of the 1% expenditure. These representatives are selected according to the by-laws at the Annual Title 1 meeting and at a faculty meeting. All parents have input by way of grade level Family Night events, survey responses and an office suggestion box.

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	IDEA	Lena Vista's MTSS team works in conjunction with district personnel to write Individual Education Plans for students under the Individual with Disabilities Education Act ensuring that any student with academic/social or physical needs receives the necessary services.
2	Title I, Part A	Coordination: Services are provided to ensure students requiring additional remediation are assisted through after school programs or summer school. The district coordinates with Title II in ensuring staff development needs are provided.
3	VPK	Sharing a campus with our VPK unit allows the students to be included in school-wide events such as Open House, Season's Readings and Book Fair throughout the year. These events are funded through our Title I and PTO budgets.
4	MEP	Migrant students enrolled in Lena Vista will be assisted by the school and by the District Migrant Education Program (MEP). Students will be prioritized by the MEP for supplemental services based on need and migrant status. MEP Teacher Advocates, assigned to schools with high percentages of migrant students, monitor the progress of these high need students and provide or coordinate supplemental academic support. Migrant Home-School Liaisons identify and recruit migrant students and their families for the MEP. They provide support to both students and parents in locating services necessary to ensure the academic success of these students whose education has been interrupted by numerous moves.
5	Hearth	The Hearth program, funded through Title X, provides support for identified homeless students. Title I provides additional support for this program, and many activities implemented by the Hearth program are carried out in cooperation with the Migrant Education Program (MEP) funded through Title I, Part C.
6	Title III, ESOL paraprofessionals	Under the guidance of the district ESOL program families will receive assistance with translation of documents, translation for school events, and translation during parent/teacher conferences. ESOL paraprofessionals also work with students who have English as a second language in small group.

		The ESOL paraprofessionals also supervise certain students work on individual levels of Rosetta Stone on the computer.
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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	Newsletter	Title I Personnel	September 1, 2016	Annual Meeting Attendance
2	Announcement Flyer	Title I Personnel	August 29, 2016, September 6, 2016	Annual Meeting Attendance
3	Labels for Agendas	Title I Personnel	September 7, 2016	Annual Meeting Attendance
4	Annual Meeting PowerPoint	Title I Personnel	September 8, 2016 @ 5:45	Annual Meeting Attendance/Parent Surveys
5	School Achievement Data Sessions	Principal	September 22, 2016	SAC Feedback
6	Review and Presentation of Parent Involvement Plan	Title 1 Personnel	September 22, 2016	Parent Surveys
7	Marquee	Custodian	August 26, 2016	Annual Meeting Attendance

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: Morning, afternoon and evening parent conferences will be conducted in order to accommodate varying schedules for families. Grade level Family Nights will include opportunities for families to take home academic resources and to give feedback concerning suggestions/successes. Lena Vista offers childcare for many of its evening events as well as language translators.

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	Monthly Newsletter	Title 1 Personnel, Classroom Teachers	Increased awareness of school events and involvement in school as a community	Monthly	Increased parent involvement/Parent evaluations

2	Florida Standards Family Night-Kindergarten	Grade Chair, Title 1 Personnel, Teachers	Parents will have a better understanding of grade level expectations.	September 29, 2016	Parent Evaluations/Increased parent involvement
3	Florida Standards Family Night-1st Grade	Grade Chair, Title 1 Personnel, Teachers	Parents will have a better understanding of grade level expectations.	September 26, 2016	Parent Evaluations/Increased parent involvement
4	Florida Standards Family Night-2nd Grade	Grade Chair, Title 1 Personnel, Teachers	Parents will have a better understanding of grade level expectations.	October 20, 2016	Parent Evaluations/Increased parent involvement
5	Florida Standards Family Night-3rd Grade	Grade Chair, Title 1 Personnel, Teachers	Parents will have a better understanding of grade level expectations.	October 6, 2016	Parent Evaluations/Increased parent involvement
6	Florida Standards Family Night-4th Grade	Grade Chair, Title 1 Personnel, Teachers	Parents will have a better understanding of grade level expectations.	October 25, 2016	Parent Evaluations/Increased parent involvement
7	Florida Standards Family Night-5th Grade	Grade Chair, Title 1 Personnel, Teachers	Parents will have a better understanding of grade level expectations.	October 13, 2016	Parent Evaluations/Increased parent involvement
8	Literacy and Math-Take Home Activities	Reading Coach, Math Coach	Parents will have a better understanding of grade level expectations.	October-February 2017	Parent Evaluations
9	Agenda labels/notes	Title 1 Personnel, Teachers	Parents will have a better understanding of grade level expectations.	Prior to special events	Increased parent involvement/Parent Evaluations
10	Holiday Literacy Night	Title 1 Personnel, Reading Coach, Classroom Teachers	Parents will have a better understanding of incorporating reading into the home.	December 15, 2016	Increased parent involvement/Parent Evaluations
11	Donuts and Dads	Title 1 Personnel	Improved academic performance and healthier behavior.	September 28, 2016	Increased parent involvement
12	Spring Fling	Title 1 Personnel	Parents will have a better understanding of testing expectations.	March 2017	Parent Evaluations/Increased parent involvement
13	School Conference Night	Principal	Increased parent involvement will have a positive impact on student achievement and behavior.	November 1, 2016	Increased parent involvement/Annual Parent Survey
14	Spring and Fall Book Fair	Media Specialist	Bridge the home/school connection.	September 2016, March 2017	Parent Evaluations/Increased parent involvement
15	Great American Teach In	Title 1 Personnel	Bridge the community/school connection.	November 16, 2016	Increased student awareness, community involvement.

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	Faculty Meetings	Principal/Program Facilitator	Promotes Staff awareness of the value of school home connection.	August 15, 16, 17 2016, and Wednesday after school/as needed	Agenda, Sign In Sheets
2	SAC Meeting(s) that discuss home/school connection.	Principal/Title I Personnel	Actively involves parents with school based decision-making	Third Thursday of the month	Agenda, Sign In Sheets
3	Effective Parent Conferences	Principal/Title 1 Personnel	To help parents feel more welcome at school, to increase parent involvement and increase parent/teacher conferences	Ongoing	Agenda, Annual Parent Survey, conversations with parents
4	Volunteer Training	Title 1 Personnel/Assistant Principal	To help increase parent involvement, volunteer involvement.	September 2016	Agenda, Sign In Sheets,
5	bbby Math PD	Math Coach	Increased number literacy awareness	September 30, 2016/January 13, 2017	Agenda, Sign In Sheets, Lesson Plans

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: Lena Vista utilizes School Advisory Council meetings to incorporate parent involvement and to give another opportunity for parents to learn about all facets of their child's school. SAC meetings are held on the third Thursday of each month. Title 1 personnel and the principal are responsible for the SAC meetings. The effectiveness of SAC meetings are determined through evaluation and survey based methods. In addition to these functions, parents are invited to ceremonies recognizing student achievement and are also provided with learning opportunities such as a Holiday Literacy Night, Grade Level Workshops all focused on providing parents tools to support student learning at home, spring and fall book fairs, and a Spring Fling Family Fun Night to help bridge the home/school connection.

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: Title I information is given to all families beginning in August. During the Title I Annual Meeting/Open House families are presented with a PowerPoint presentation describing all components of the Title 1 program and the additional resources and benefits it provides. Title 1 information is sent home with all families to ensure those that are unable to attend our Annual Meeting receive the same information. Each grade level hosts a Parent Night before November where assessments, progress monitoring information, Florida Standards curriculum and information on how parents can help students at home is provided. All parents are sent announcements of monthly School Advisory Council meetings where they can submit questions. Title One information is disseminated monthly in the school-wide newsletter, as well. Parents are also given information about the Parent Information Centers as it is provided from the Title 1 office. Parents are updated monthly about individual grade level and school information as well as other district information through the school newsletter and through our school website. Our marquee is updated weekly to display current events and SchoolMessenger calls are made as events occur.

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: Opportunities for parent meetings are given throughout the year with PTO and SAC invitations, as well as grade level hosted Family Nights and other school wide events. All activities are advertised through the newsletter, reminders home, the school marquee and SchoolMessenger calls. We provide translated materials and assistance for the hearing impaired when requested. All of Lena Vista's buildings are handicap accessible.

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	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Parents attending district and volunteer seminars on how to enhance parent participation.	AP	Decrease in student discipline	Throughout the Year
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	Offering meetings at various times	Administration/teacher	Bridging the home/school connection	Throughout the Year

	participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)];				
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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.

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	Title 1 Annual Parent Meeting	2	207	Information shared with parents will help build partnerships and offer opportunities for parent engagement.
2	Kindergarten Round Up-Kindergarten Standards Preparedness Workshop	1	97	Connecting a future grade level and parents with the academic standards of Kindergarten, helping to ease the transition into the grade level and begin building relationships
3	Holiday Literacy Night	1	352	Parents will have a better understanding of incorporating reading into the home. Bridging the home/school connection.
4	Florida Standards Kindergarten Family Night	1	193	Kindergarten parents will have a better understanding of how to support their child at home with academics.
5	Florida Standards First Grade Family Night	1	139	Parents will have a better understanding of grade level expectations. Bridging the home/school connection.
6	Florida Standards Second grade Family Night	1	171	Parents will have a better understanding of incorporating reading into the home. Bridging the home/school connection.
7	Florida Standards Third Grade Family Night	1	191	Parents will have a better understanding of grade level expectations. Bridging the home/school connection.
8	Florida Standards Fourth Grade Family Night	1	144	Parents will have a better understanding of grade level expectations. Bridging the home/school connection.
9	Florida Standards Fifth Grade Family Night	1	58	Parents will have a better understanding of grade level expectations. Bridging the home/school connection.

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	SAC meeting(s)	4	12	Actively involves parents with school-based decision making
2	Volunteer meeting	1	8	Informs volunteers on how they can become involved in school-based volunteer opportunities
3	Parent Involvement	1	70	Promotes staff awareness of the value of the home/school connection.

	Faculty Meeting			
4	Kindergarten Family Night	1	7	Proficiency levels will increase due to parent support at home.
5	First Grade Family Night	1	7	Proficiency levels will increase due to parent support at home.
6	Second Grade Family Night	1	9	Proficiency levels will increase due to parent support at home.
7	Third Grade Family Night	1	8	Proficiency levels will increase due to parent support at home.
8	Fourth Grade Family Night	1	6	Proficiency levels will increase due to parent support at home.
9	Fifth Grade Family Night	1	5	Proficiency levels will increase due to parent support at home.
10	Effective Parent Conferences	1	70	Informs all teachers on the use of the Agenda as a means of communicating home to school. Teachers will also make their emails and school phone numbers available to parents and will respond in a timely manner. Teachers will learn to effectively communicate student progress/concerns with parents/families.

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
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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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