

LAKE TRAFFORD ELEMENTARY SCHL Title I, Part A Parental Involvement Plan

I, Elizabeth Alvarez , 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: Communication is the foundation for all parent and family involvement activities. This policy promotes clear, effective, meaningful and continuous two-way communication between home and school.

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: Parents of children attending Lake Trafford Elementary School will receive timely information about the Title I program. Reasonable efforts shall be made to communicate with parents in their primary language whenever possible. Information related to the school and parent programs, meetings and other activities is sent to parents in a format and, to the extent practical, in a language the parents can understand. Parents involved in our School Advisory Committee assist in developing and discussing the activities that are in the best interest of the school and community.

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	Books and Bagels	Instructional coaches will work side by side with families to provide opportunities to learn reading strategies and set a routine for reading at home promoting a love of reading
2	Math and Muffins	Instructional coaches introduce parents to math strategies that will promote understanding of mathematical practices
3	Curriculum Night/Student Led Conferences	Evening event to allow students to introduce their personal academic goals and discuss academic growth with parents
4	Meet the Teacher	School introduction activity to acquaint parents to school expectations, faculty and staff
5	Parent Involvement Academy	Topics ranging from College to Career Readiness to Achieving Success through reading
6	Parent University	Courses designed to provide information and hands on strategies to help parents assist their children with school work at home
7	Science and Salsa	Instructional coaches work with families to provide opportunities for students and families to conduct simple inquiry -based science activities
8	Dads Take Your Child to School	To encourage dads to be more active role models in school
9	Fall Festival	School wide event to promote literacy and involvement in school activities. Grade level performances will take place
10	Social Media	School will maintain social media sites (Twitter, Facebook) to improve communication with community

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	Annual Title 1 Meeting/Title I School Plan. School will host the annual Title 1 meeting in August	Principal	August 2015	Parent meeting sign-in sheets will be maintained in office

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: As a school community, meetings are held to maximize participation with flexibility based on family work schedules. The SAC meetings, home and family connections meetings (Books and Bagels, Math and Muffin and Science and Salsa) provide parents an opportunity to learn during school and non-school hours. Meetings are held on a rotational basis between morning and afternoon times to meet the needs of members.

Child care assistance is available during SAC meetings to provide more opportunities for parents with non-school age children to participate.

A family center has been established with a parent involvement staff member to provide tips for parents and volunteer activities for the classroom.

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	Parent Notes	Principal	Provide parents and students information on what goals are needed to be proficient for the next quarter	4 times per year	student progress reports
2	Books and Bagels	Academic Coaches/ Assistant Principals	Specific grade level strategies to improve phonemic awareness and comprehension	2 times per year	Sign-in sheets
3	Math and Muffins	Academic Coaches/ Assistant Principals	Specific grade level strategies to improve mathematical practices	2 times per year	Sign-in sheets
4	Parent monthly information letter	Building Leadership Team	Informational newsletter distributed to families pinpointing school events and opportunities for families to become engaged with the school	Monthly	SAC meeting discussions and surveys

5	Science and Salsa	Building Leadership Team	Specific grade level strategies for improving science inquiry	2 times per year	sign in sheets
6	Title I Parent Academies	District and Principal	Parents will be empowered with the necessary tools and resources to help their children succeed in the classroom and beyond	6 times during the year	sign in sheets

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	Leading effective student/teacher/parent conferences	Principal, school staff	Teachers will lead effective conferences informing stakeholders of student needs	On-going	Student led conference / parent/teacher conferences
2	Parent University	Principal, school staff	Develop a group of informed, empowered parents to raise confident, college and career ready children	On-going	Sign In sheets
3	School Wide Marzano Training	Principal, School Staff	Build the capacity of teachers in highly effective strategies	On-going	Sign in sheets, MIP points, observation counts towards strategy

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: Parent university groups will be formed providing the school an opportunity to collaborate with parents. This program is designed to increase parent involvement and empower parents in raising successful life-long learners.

Family Center established to provide academic resources and additional volunteer opportunities for parents.

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: SAC meetings and literacy morning events provide parents the opportunity to give input and review information about the Title 1 programs. All parents are invited to attend these meetings. The school sends home a copy of grade level expectations to each family. Student Led Conferences are held bi-annually to increase home/school involvement.

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: Reasonable efforts shall be made to communicate with parents in their primary language whenever possible. Information related to the school and parent programs, meetings and other activities is sent to parents in a format and, to the extent practicable, in a language the parents can understand. A family center has been established to offer educational and socializing opportunities.

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)];	Moving SAC and parent trainings to rotational schedule for parent attendance	Principal	Increased parent involvement impacts student achievement positively with a strong home to school connection	Ongoing 2016-2017
2	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Additional parent university activities on variety of topics to help build home school connection	Principal; Parent Corrdinator	Parent's knowledge will impact student performance	Ongoing 2016-2016
3	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Continued relationship development with The Quarry as a community involvement and	Principal; Parent Coordinator	Increased community involvment and direct work with students to help develop strong relationships with	Ongoing 2016-2016

		volunteering in school		teachers and students	
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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.

[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	Literacy at the Lake	1	80	Display students ELA skills and encourage more reading at home
2	Books and Bagels	2	23	Promote a lifelong love of reading
3	Math and Muffins	2	46	Help parents learn how to solve math by showing their work
4	Connecting across all differences	2	16	Building a learning culture between home and school
5	Goal Setting	2	12	The importance of setting goals early
6	Kindergarten Round-up	1	10	Provide family information about kindergarten
7	C'mon Science Night	1	17	Hands on science activities to encourage exploration and inquiry
8	Title I annual meeting 2014-2015	1	417	Parents provided information on use of Title I funds, parent meetings and training to build a good school - family 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	How data binders and student led-conferences improve communication with parent	1	47	To improve communications with parents and school
2	Family Fall Festival	1	200	Improve climate with staff and community
3	Literacy at the Lake	1	80	Promote the love of reading and writing with 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
1	Limited English Proficiency	Translators at all meetings
2	Working schedules	Varied times for meetings

3	Limited number of parents with level 2 volunteer clearance	Access to required protocols for fingerprinting in local area. Increase fingerprinting times
4	Fear due to documentation status	Re-establishment of a parenting center at the school site

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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