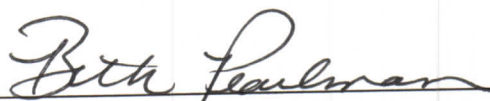


## NEWBERRY ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Beth Pearlman, 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 school wide 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)];
- Inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Centers (PIRC) in Florida, i.e., PIRC of Family Network on Disabilities in Florida (FND) and PIRC at University of South Florida (USF) [Section 1118(g)];
- 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

4/22/16

Date Signed

## Mission Statement

### Parental Involvement Mission Statement (Optional)

**Response:** Newberry Elementary School believes that positive parent and family involvement are essential to student achievement and success. We encourage such involvement in student learning and in all school activities.

## 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 are invited to join SAC, which consists of school faculty and staff, community and parent members, through the nomination process (names are turned in to Ms. Pearlman) and all parents are invited to vote. In addition, SAC meetings are open to all parents. Notices about SAC meetings are sent home through school and class newsletters, the school marquee, the school website, and phone homes. Parents are encouraged to join PTO and/or attend meetings (membership is NOT required to attend). Notices for PTO meetings are sent home through school and classroom newsletters, websites, school marquee, and phone homes. The Parent Involvement Plan is reviewed at SAC and PTO meetings seeking input from parents regarding the plan. Parents can give their input at the actual SAC or PTO meetings (which will be recorded in the meeting minutes and sign-in sheets document participation), or fill out a Parent Survey form if they are unable to attend these meetings. The Parent Surveys can be given to the Parent Involvement contact and used when the PIP is actually being written.

## 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	All Head Start parents are invited to Kindergarten Open House and informed about VPK.
2	Head Start	Title 1 provides "School is Cool" student workbooks and "Parent Magazine" for Head Start parents

## 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 (school wide 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 presentation materials that address the required components.	Principal, FCIM, Title 1 Lead Teacher, AP	August/September	Copies of agendas, sign-in sheets, minutes, evaluation PowerPoint presentation, and handouts



2	Advertise/publicize annual meeting	Principal, Title 1 Lead Teacher, AP	August/September	Post on school marquee, school website, principal's newsletter
3	Develop sign-in sheets	Title One Lead Teacher, FCIM	August/September	Sign-in sheets for meeting
4	Maintain documentation of annual meeting	Principal, Title One Lead Teacher, FCIM, AP	August/September	Title 1 documentation(meeting minutes and parent evaluations) on file at school, agenda, sign-in sheets, evaluation, PowerPoint and handouts, copy to district Title 1 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:** The leadership and staff at Newberry Elementary School realize the importance of parental involvement and have therefore put measures into place to offer flexible parent meeting times throughout the school year. We will work hard to accommodate parents' work schedules, as well as other parental responsibilities, with various meeting days and times, offering childcare when appropriate. The flexible meeting times will include, but aren't limited to before and after school, conference days, and conference evenings throughout the course of the school year. Materials will be provided for parents who are unable to attend meetings.

## 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	TITLE 1 ANNUAL MEETING Principal presents information to parents about Title 1 and the school wide program; explaining what it means for students and parents and how Title 1 funds are used. Explanations of curriculum and assessments are also provided for parents.	Principal, AP, FCIM, Title One Lead Teacher	Improve and increase parent involvement in order to raise student achievement.	September	Invitations, Agenda, PowerPoint presentation, minutes, handouts, Sign-in sheets, and parent evaluations

2	<p><b>“Even Superheroes Need Math”</b> Parents will work on math standards taught in the classroom (K-4). Take home Materials to practice standards will be provided to parents.</p>	Principal, AP, FCIM, Title One Lead Teacher	<p>Improve the ability of parents to work with their children at home to raise achievement in math</p> <p>Improve the ability of parents to work with their children at home to raise achievement in math</p>	September-May	Invitations, Agenda, PowerPoint presentations, sign-in sheets, parent evaluations
3	<p><b>“Teaching Your Superheroes Reading Strategies at Home”</b> Workshop for grades K-4 parents to support ELA at home. Materials will be provided to Parents.</p>	Title One Lead Teacher, AP, Principal, FCIM	<p>Improve the ability of parents to work with their children at home to raise achievement reading and writing skills.</p>	September-May	Sign-in sheets, Agenda and parent evaluations
4	<p><b>“Kindergarten Round-up”</b> The workshop will teach parents how to use Alphabet, number, and sight word cards to better prepare their students academically in reading and math. Materials will be provided to parents to take home.</p>	Title One Lead Teacher, FCIM Principal, and AP	<p>Improve the ability for parents to work at home in reading and math instruction.</p>	May	Sign-in sheets, Agenda and parent evaluations
5	<p><b>“Making Technology Work for You at Home”</b> This workshop for parents will support reading and math instruction at home through the use of technology. Materials will be provided for parents to take home.</p>	Media Specialist, Title One Lead Teacher, FCIM	<p>Improve the ability of parents to use technology at home to raise achievement in core academic areas such as: Reading, Math and Science</p>	September-May	Sign-in sheets, Agenda and parent evaluations
6	<p><b>“Avoid the Summer Slide”</b> This workshop for parents will teach parents how to keep their students academically prepared through the summer months, to prevent academic slide in reading and math. Materials will be provide to parents to take home.</p>	Title One Lead Teacher, FCIM, Principal and AP	<p>Improve the ability of parents to work with their children at home to raise achievement in math and reading. To close academic gaps through summer learning.</p>	May	Sign-in sheets, Agenda and parent evaluations
7	<p><b>“7 Habits Parent Planner Training.”</b> This workshop will teach Covey’s 7 habits to parents and how to use them at home. Materials will be provided to the parents.</p>	AP, Principal, FCIM, Title One Teacher	<p>Improve the communication from school to home regarding academic student expectations in all subject areas including behavior.</p>	September	Sign-in sheets, Agenda and parent evaluations



## 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	Communicating to parents Student Data Chat information and Title One Home School Compact for conferencing	Principal, FCIM	Improved staff ability to communicate with parents to raise student achievement	Parent/teacher conferences	Agenda, Sign-in sheets
2	Parent Resource Area Overview: Introduce various activities and information available in the Parent Resource Area so teachers can effectively share it with Parents	FCIM, Principal, Title One Lead Teacher	Improved staff ability to communicate with parents to increase student achievement	September	Agenda Sign-in sheets
3	Parental On-line Resources Introduce various online resources available to Parents so teachers can effectively share with parents	FCIM, Media Specialist	Improved staff ability to communicate with parents to increase student achievement	September- May	Agenda and sign-in sheets
4	7 Habits Parent Planner Training.	FCIM, Administration, Title One Lead Teacher	Improve the communication from school to home regarding academic student expectations in all subject areas including behavior.	September	Agenda and sign-in sheets
5	Review PIP with Teachers Prior to Annual Meeting	FCIM, Administration, Title One Lead Teacher	Improved staff ability to communicate with parents to increase student achievement. To make staff aware of training opportunities for staff and Parents.	Improved staff ability to communicate with parents to increase student achievement	Agenda and sign-in sheets

## 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 1 Lead Teacher will maintain the Parent Resource Center in the Media Center, updating and keeping current resources available. New materials will be "advertised" to the parents through newsletters, flyers, etc. alerting the parents of their arrival. A parent training will be scheduled to train parents on how to use these materials. Parents will be asked to fill out evaluations and surveys in order to best judge the effectiveness of the PRA materials(i.e. did their child enjoy using the materials with the parent, actual teaching effectiveness of the materials, were the materials user-friendly, etc.).

Principal will communicate school goals with parents at Kindergarten Roundup.



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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 school wide 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:** Parents are provided with a packet of information including all the Title I information at the Annual Meeting in August each year. Parents will be asked to sign the packet cover letter in order to show that they have read all the information included in this packet. All information is explained at the Annual Meeting. Grade level and school newsletters, as well as the school website, keep parents informed about Parent Involvement activities throughout school year. School curriculum is discussed at parent workshops and at parent-teacher conferences. Title I requires that parents attend one conference during the school year. During a parent conference the Title I Home School Compact will be referenced. Student assessments are discussed at parent-teacher conferences. Progress reports and report cards are sent home on a quarterly basis.

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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:** The faculty and staff of Newberry Elementary will provide opportunities for all parents/guardians to be involved in school activities by communicating these opportunities in a variety of ways; including website, phone home, and newsletters as well as teacher to parent communications. The Principal will request The City of Newberry officials provide parent notifications of parent training via the local cable access channels. In addition, these communications can be provided in students' native language for families of students with limited English proficiency through TRANSACT. The ELL Handbook, located in the front office, can also be used to assist families with examples of enrollment forms in various languages. Quarterly reports of ELL enrollment will document fluctuations in school population and ensure that information is being communicated and made available to parents of English Language Learners.

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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:

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	Schedule School Meetings at a variety of times	Guidance Counselor, Teacher, Administration	Improve communication between home and school, offer suggestions to do at home to help with weak skills	8/2016-6/2017

	attend those conferences at school [Section 1118(e)(10)];				
2	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Utilize resources of Business Partners to assist with child care during parent involvement activity	Guidance Counselor, Teacher, Administration	Increases parent participation allowing more students to be helped	8/2016-6/2017