

## JOHN E. FORD K-8 SCHOOL Title I, Part A Parental Involvement Plan

I, Paula Renfro , 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)

**Response:** The John E. Ford K-8 School mission is to unify parents, the school and the community into one seamless entity to help support and provide a quality educational environment that will: inspire all students to acquire and use the knowledge and skills needed to succeed emotionally, socially and intellectually in a global economy and culturally diverse world. John E. Ford will achieve this by conducting at least 2 parent involvement activities per nine weeks. These activities will be designed to educate parents, Grandparents, and guardians on how to become more involved academically and socially.

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## 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:** To ensure that parents are involved with the planning, review and improvement of Title I programs. Parents who serve on parent organizations such as the Parent Teacher Association, School Advisory Council and Parent Volunteers were invited to participate in the review and update of the policy. During this time parents discussed implementation of activities, the parent-school compact and the parental involvement budget. Parent input will be added to the minutes from the meeting. Parents will continue to review programs and activities throughout the school year making suggestions for improvement. Parents are provided at least one week's advance notice of these meetings and agenda topics through the school calendar, the school website, the marquee in front of the school, PTA newsletters and via phone using School Messenger.

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## 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	Fee-based Pre-Kindergarten	Parents of students enrolled in the tuition based Pre-Kindergarten program are encourage to attend all of the workshops and parent events held at the school. The workshops and parent events are geared towards informing parents of grade level content, standards, curriculum and providing strategies to be implemented at home.
2	Supplemental Educational Services	Students earning a Level 1 or Level 2 on state assessments are encouraged to participate in this program which offers afterschool remediation in reading and math. Parents are invited to attend an informational workshop where they are provided information about the program. They also have an opportunity to meet vendors.
3	IDEA	Students identified as ESE (Exceptional Student Education) are provided a free and appropriate education. These students must have an updated IEP (Individualized educational plan) on file.

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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	Develop Presentation Materials	Noelle Giannuzzi	September 4-8, 2016	Future Survey
2	Advertise/Publicize the Event	Paula Renfro	August 28-September 11, 2016	Flyer, School Messenger Report

3	Maintain Documentation (Sign-In Sheets, Agenda)	Noelle Giannuzzi	September 8,15, 2016	Parent Attendance as evidenced by Sign In Sheets
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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:** John E. Ford K-8 School will incorporate input and recommendations from parents and staff into the scheduling of the events throughout the school year. Events will be scheduled before school, during the school day and after school in the evening. In addition, several events have been scheduled for Saturday mornings in the communities where many of the students reside. John E. Ford is a magnet school that serves students from all seven zones of the district as well as the students who reside in the neighborhood. Centralized transportation may not be feasible, while zone transportation may be available based on parent responses.

## 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 I Programs: Annual Title I Meeting	Noelle Giannuzzi	Increased Parental Involvement	September 8/September 15, 2016	Sign In Sheets, Parent Surveys
2	Parent Education workshops	Paula Renfro	Increase parent involvement and understanding of Montessori curriculum	September 2016-May 2017 (biweekly)	Sign In Sheets, Parent Surveys
3	Community Event: Fall Festival	Paula Renfro	Increase parental involvement	October 14, 2016	Sign Sheets, Parent Surveys
4	Math/Science Literacy Night	Wanda Hernandez	Increased Levels of Math/Science Proficiency at Grades K-8	November 28, 2016	Sign In Sheets, Parent Surveys
5	Community Event: Hispanic Heritage Night	Shana Ingram	Increase parent involvement and cultural diversity	November 7, 2016	Sign In Sheets, Parent Surveys
6	Family Literacy Night	Stephanie Durham	Increased Levels of Reading Proficiency School-Wide	January 26, 2017	Sign In Sheets, Parent Surveys
7	Black History Showcase	Shana Ingram/Noelle Giannuzzi	Increase parent involvement and cultural diversity	February 16, 2017	Sign In Sheets, Parent Surveys
8	Daddy/Daughter Dance	Paula Renfro	Increase levels of parent involvement	May 12, 2017	Sign In Sheets, Parent Surveys

## 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: Developing and Implementing Strategies to Include Parents in the Student Learning Process	Noelle Giannuzzi	Improving Teacher/Parent Relationships	October 2016	Teacher Parent Conference Logs
2	Cultural Sensitivity: Resilience of Urban Learners and Academic Success for All	Paula Renfro	Improved Teacher/Student Relationships	Ongoing September 2016-May 2017	Analysis of Teacher/Parent Surveys
3	Communication Sensitivity: Effectively Communicating with Parents and Students to Build Positive Relationships	Guidance	Improving and Maintaining Positive Relationships with Families	Ongoing-September 2016-May 2017	Analysis of Teacher and Parent Surveys
4	Developing Engaging Parent Workshops and Activities to Support Student Learning at Home	Wanda Hernandez	Parents are more likely to implement activities at home with their students which will increase reading and math proficiency levels	Quarterly	Analysis of Parent Surveys and Event 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: 1

Parent Kiosk: Parents will have access to the on-line activities such as Parent Grade Portal, Volunteer Applications and Free/Reduced Lunch Application

Person Responsible: Noelle Giannuzzi

Timeline: September 2016-May 2017

Evidence of Effectiveness: Parent Sign In Sheet Located at Kiosk in the Guidance Area

### Response 2c

Consider moving the Parent Resource Center to the Media Center -

The parent resource center in the guidance area is currently equipped with a computer and printer for parents to use. Informational brochures will be added to the area for parents to access. Parental involvement activity notices will be displayed in the front office.

Person Responsible: Volunteer Coordinator

Timeline: September 2016-May 2017

Evidence of Effectiveness: Increase in Parental Involvement Activities as evidenced by Parent Sign-In Sheets

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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 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:** John E. Ford communicates information to parents regularly and in a variety of ways. Parents are informed about Title I programs available at the school during the Annual Title I Meeting and Open House. Each month students receive calendars, newsletters and event flyers which outline events that will be taking place at the school and in the communities where many students reside. The School Messenger automated message system is also used to send messages to parents via phone and email to inform them of upcoming events. Parents are informed about curriculum implementation, academic assessments, end of year expectations and required proficiency levels during Open House, parental involvement activities and parent-teacher conferences. To inform parents about student academic progress elementary progress reports are sent home every 4 weeks and middle school progress reports are sent home every 3 weeks. Parents also have access to Parent Grade Portal 24 hours a day 7 days a week. Information provided will be monitored through sign-in sheets from parental involvement activities and print outs from school messenger in regards to the number of parents who received messages.

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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:** John E. Ford PK-8 will disseminate information related to school and parent programs, meetings and school reports on the school website, through monthly newsletters sent with students, flyers posted around the school and via School Messenger the automated messenger system. Upon request, written communication will be provided for parents in specified languages. A copy of the any translated information will be placed in the parental involvement audit box for review as needed.

Additionally, parents with disabilities will be provided accommodations for parental involvement activities as needed.

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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:  
☒ Not Applicable

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## Upload Evidence of Input from Parents

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

[Uploaded Document](#)

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## 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](#)

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## 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](#)

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## **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.

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
1	Math Family Night	1	75	Improve students' achievement on math assessments
2	Parent Education Workshops	4	80	Improve students' achievement on state-wide assessments
3	Family Literacy Night	1	50	Increased Levels of Reading, Math and Science
4	Black History Showcase	1	150	Increased Levels of Reading, Math, and Science Proficiency
5	Title I Programs: Annual Title I Meeting	2	375	Increase parent involvement
6	Hispanic Heritage Celebration	1	200	Increase parent involvement
7	Greening of the Grounds	1	30	Increase parent involvement
8	Art and Music Night	1	40	Increase parent involvement

### **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)].

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
1	How to Include Parents: Volunteering	1	20	Improving Teacher/Parent Relationships
2	School and Community Relations: how to further develop positive relationships between community/scho	2	130	Improved Teacher/Stakeholder Relationships
3	How to maintain effective communications with parents	1	70	Improve communication with stakeholders

### **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)].

<b>count</b>	<b>Barrier (Including the Specific Subgroup)</b>	<b>Steps the School will Take to Overcome</b>
1	Parents/Guardians of economically disadvantaged lack communication access	Vary the methods of school/parent communications

## 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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