

EASTSIDE ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Kristi Durance, 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

9-14-16
Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: The mission of Eastside Elementary School is to empower students to become problem solvers, collaborators, innovators, and citizens who are prepared for the Twenty-First Century.

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: At the beginning of each year, within the first month of school, Eastside Elementary has an informational meeting for parents at each grade level. During each of these meetings we explain that we are a Title I school and we give a description of how this benefits our school and our students. In addition, this is when we invite parents to be part of our School Improvement Committee and explain the importance of these committee and how they will help make decisions on how we use our parental involvement funds and make some academic improvements.

We invite all parents to be part of our Three for Me volunteer program. Our Three for Me program is very active and benefits our students! Many events such as dances, movies, ice cream social and festivals are organized through this program.

Our teachers are encouraged to invite parents into their classrooms for special events. Some of these events include but are not limited to; mini-plays, Mother's Day teas, sharing of projects, Thanksgiving Day feasts, etc.

We also have events in the evening where parents are invited to attend. These include but are not limited to; STEAM Night, Speech Contests, Literacy Night, and Family Fun Night.

Letters, phone call, remind messages, and Facebook post are made to all parents to invite them to be part of these organizations. These letters and phone calls made via our "call-out" system are made in two different languages, Spanish and English to insure effective communication.

Members for School Improvement Committee are nominated, accepted, and then voted on at the first meeting.

All minutes and agendas will be kept on record for documentation purposes.

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	Parent Involvement Policy	Parents get together to review and update the policy on a yearly basis. This occurs during our School Improvement Meetings.
2	Grade Group Parent Meetings	At the beginning of each year parents are invited to attend a grade level meeting that explains the curriculum to the parents, the expectations of the teachers and how they can help their child to be successful.
3	Parent/ Teacher Conferences	Conferences are scheduled at progress report time so that the teacher can meet with the parents one on one and review their child's grades and discuss ways that they can work together for the child to succeed. This was previously done at the end of each nine week grading period but was changed so that the student could have time to improve scores before the end of the grading period.
4	Daily Planners	Students are required to write down their daily assignments. This planner also serves as a means of communication between the parent and the teacher.

		They are both encouraged to add questions or comments to each other.
5	School Advisory Council	All parents are invited to be part of this committee.
6	Parent Liason	This is an excellent program that provides parents with several different needs. The liason helps with communication to parents, attends meetings to translate and help parents make decisions to better their child, and helps teachers get in contact with parents.
7	School Compacts	Parents help review and update the compact each year. The compact is then sent home with all students to help explain the expectations of everyone involved in their child's education.
8	Phone Call Out System	This program is designed to make parents aware of upcoming events and communication between the school and the parents. The information is given in both English and Spanish.
9	Letters Home to Parents	All letters home are written in English and Spanish to help with the communication between the parents and the school.
10	Family Fun Nights	There are two family fun nights planned for each year. This involves literacy and promotes the family and the school working together.
11	VPK	A summer program available to all students who will be attending Kindergarten in the fall. This provides the students with the transition into Kindergarten.
12	Migrant Summer School	This program continues to help Migrant students with the transition to English over the summer.
13	School Volunteer Program	Parents are encouraged to volunteer in different areas throughout the school and for different events.
14	School Web Site	Our school website is very beneficial. It provides the parents with another means to communicate with the teacher, keeps parents updated on policies and procedures of the school, and provides the parents with ideas to help their child.
15	Pre-School Visitations	Local preschools will be invited to attend a school and classroom visitation day.
16	Migrant After School Program	This program focuses on helping students with homework and skills needed in the classroom.
17	Calendar of Events	A calendar of events, days off, parent & teacher conferences, early dismissals, etc. is given to all students. This is sent out monthly.
18	School Translators	At all school events, programs, and conferences, we have a translator available. We also have a system that transmits the translation through head sets.
19	Attendance Communication	Every time a student misses school, an automated system calls the parents to make them aware. If students consistently miss, we send out letters and make phone calls explaining the importance of daily attendance.
20	Parent Notices	Parents are provided with a website where they can sign up to receive notices from AR when their child take a test.
21	Literacy Nights	Two family literacy nights are planned. Family literacy nights promotes literacy and offers suggestions for parents to help with homework.
22	Dads Take Your Child to School Day	Dads bring their children to school in the mornng and go to the class with their child and complete a 10-15 minute activity.

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
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1	Open House	Kristi Durance	August 8, 2016	Table set up to answer parent questions. Agendas and sign-in sheets will be used as evidence.
2	4th Grade Parent Meeting	Kristen Mann	August 25, 2016	Explanation of programs and opportunity to ask questions. Agendas and sign-in sheets will be used as evidence.
3	3rd Grade Parent Meeting	Danielle Dasher	August 25, 2016	Explanation of programs and opportunity to ask questions. Agendas and sign-in sheets will be used as evidence.
4	5th Grade Parent Meeting	Amanda Howard	August 25, 2016	Explanation of programs and opportunity to ask questions. Agendas and sign-in sheets will be used as evidence.
5	2nd Grade Parent Meeting	Mary McMillan	August 23, 2016	Explanation of programs and opportunity to ask questions. Agendas and sign-in sheets will be used as evidence.
6	Kindergarten Parent Meeting	Sherry Irey	August 23, 2016	Explanation of programs and opportunity to ask questions. Agendas and sign-in sheets will be used as evidence.
7	1st Grade Parent Meeting	Ivette Porth	August 23, 2016	Explanation of programs and opportunity to ask questions. Agendas and sign-in sheets will be used as evidence.

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: We have an open door policy at Eastside Elementary where parents are welcome and encouraged to come throughout the day to meet with administration. Teachers are able to meet with parents during their planning time, after school, or a designated time agreed upon by both parties.

All School Improvement meetings and grade group meetings are conducted in the evening hours so that more parents can be involved. Translators are available.

The Parent/ Teacher Conference times vary in order to accommodate the parents. Parents may also request a conference time other than the designated report card conferences.

Our county provides transportation for parents to meetings that fall within the guidelines for specific programs.

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	Student	Classroom	Students will complete	Ongoing	Completed assignments

	Planners	Teacher	assignments and open communication between parents and teacher.		and documented communication.
2	Phone Call Outs	Ivette Porth	Parents will be aware of upcoming events	Ongoing	Parent attendance and student awareness
3	Parent/Teacher Conferences	Kristi Durance	Cooperation between the school and home to improve academic achievement. Scheduled conferences will take place after each progress report. Additional conferences will be on an "as needed" basis.	Ongoing	Continued academic achievement. Sign-in sheets will be used as evidence of completion.
4	Open House	Kristi Durance	Communication between teachers and students	August 8, 2016	Completion of student information. Sign-in sheets will be used as evidence of completion.
5	Kindergarten Grade Level Meeting	Sherry Irey	Parent Awareness of curriculum, expectations, and how to help your child be successful	August 23, 2016	Student achievement and parent awareness. Sign-in sheets will be used as evidence of completion.
6	Family Fun Night	Katisha Williams	Parent Awareness of curriculum, expectations, and how to help your child be successful	September 22, 2016	Parent and teacher relationship building. Ice cream socializing. Book Fair will be open throughout the night with literacy handouts for parents.
7	Literacy Night	Cheryl Stein	Parents and students will learn the importance of reading and how skills are built upon each other.	January 26, 2017	Students and parents will learn about reading skills.
8	Fall Festival	Cheryl Stein	Empowering parents by providing meaningful materials, strategies and encourage positively teacher/parent relationship.	October 21, 2016	Parent feedback/evaluation provided

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	Effective Communication; DOJO	Maggie/ Adam Pennington	Teachers will gain knowledge on how to converse with parents about students needs. Teachers will learn how to effectively use an app to communicate daily information, private messages, post picture and videos of student learning.	August 4, 2016	Teacher sign in sheet
2	NCBL Section/ ESSA Section	Sarah Sanchez	Teachers will gain knowledge about "The No Child Left Behind Act" and "The Every Student Succeeds Act".	September 22, 2016	Sign in sheet from PD
3	Parent	Sarah	Teachers will gain knowledge on	October 27,	Sign in sheet

	Involvement 101	Sanchez	parent involvement. Teacher will be able to answers such as...What does parent involvement looks like in the school setting.	2016	from PLC
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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: The regular classroom teachers meets with parents throughout the year to look at the data of their child and to make suggestions on how they can help their child at home. We provide several means of communication for both the teachers and parents to communicate. We use a call out system where the messages are in both English and Spanish. We also purchased student planners so there can be open communication. The use of Remind messaging system, DoJo app, and Facebook are ways that the school is continue to update our communication efforts.

The classroom teacher also makes referrals for parents to meet with our Reading Coach on a one-on-one basis to help provide ideas and assistance to review the needs of their child and to give suggestions to parents on how to help their child.

We have an ELL paraprofessional who has created several resources for our teachers to be able to communicate in Spanish. All notes are already created and teachers have direct access to notes in the binder. The ELL paraprofessional also meets with teachers and parent to communicate and bridge the language barrier. We also have a school liaison that assit with meetings and translations of letters.

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: A Title 1 annual meeting will provided families with information on the programs and services that are available to students. The school compact is distributed in August. The school plan summary is send home with every child and the whole plan can be found on our school website. Parent- Teacher conferences are scheduled every 9 weeks following the mid progress reports. Meetings occur throughout the year to provide parents the opportunity to participate in a question and answer session related to decisions in their child's education. Flexible meeting times can be scheduled during teacher planning period or after school; For parents with computer access, email is a quick way to communicate with teachers. Many academic decisions for our students are discussed at our School Improvement Meetings. Although we follow the guidelines of voting members, we invite all parents to attend these meetings. It is schedule on our calendar that goes out to all parents.

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: All written communication to parents will be in both English and Spanish.

A translator will be provided to all parents during meetings, phone calls, or any other needed communication.

A translating system will be used by the translator at all meetings. Parents will be given a set of headphones to use for the meeting where they will be able to hear the translation of the events.

As for our students with disabilities, meetings are conducted where the parents along with school personnel, make decisions focused on individual needs of the students.

We also meet with parents individually to discuss the needs of the students who are in our RtI/ MTSS programs.

Meetings are scheduled and conducted with all parents of students that are in the ELL program annually.

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	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	Grade Level Meetings	Sarah Sanchez	Parents will be aware of curriculum and expectations.	August 2016
2	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	SAC	Kristi Durance	Involvement of parents in education	Ongoing
3	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/ Teacher Conferenes	Kristi Durance	Improved academic performance	Ongoing

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	Family Fun Nights	2	200	Teachers, students, and families build positive relationships. This night the teachers offer take home activities that focus on academics.
2	Literacy Night	1	180	Literacy Night allowed parents and teachers to work together. They built take home centers to further enhance the students' academics.
3	Movie Night	1	121	Teachers, students, and families build positive relationships.
4	Ice Cream Social	1	75	Teachers, students, and families build positive relationships.
5	STEAM night	1	153	Teachers, students, and families build positive relationships.
6	Title 1 Annual Meeting	2	138	Administrators and teachers provide parents with information about Title 1 funding and the Florida Standards.

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	Effective Communication	1	36	The professional development educated teachers on how to reach out and communicate with parents of different cultures.
2	Increasing Parent Participation	1	36	Teachers gained knowledge about how to gain parent participation.
3	Increasing Parent Participation	1	36	Teachers gained knowledge about how to gain parent participation.

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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1	Language Barrier	Provide more translators at all events/meetings
2	Literacy	More call outs provided in both English and Spanish
3	Time	Provide meetings/events in the evening
4	Background Knowledge	Provide strategies that parents can use with their children

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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