

GREGORY DRIVE ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Andrea Scheletter, 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: Gregory Drive Elementary School is a place where all students are encouraged and committed to strive for excellence in a safe and supportive atmosphere. We will actively solicit and welcome parental participation to reach high levels of academic and social achievement. Additionally we will ensure each student achieves intellectually through integrating math, science and technology across all academic areas.

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 will be asked to sign up to participate on a committee to provide feedback concerning the Title I programs. The Parent Involvement Committee is made up of a parent liaison and parent volunteers who meet as a group to work for the benefit of the school and the community. This committee will meet jointly with the SAC/PTA Committees due to overlapping goals. Parents will have the opportunity to provide input in the development of the school PIP, including making recommendations for parent activities, how PIP funds will be allocated, and school compact. Once the PIP has been approved and presented to parents, it will be placed on the school's website and hard copies will be available upon request.

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	To meet the needs of students by outlining in their IEPs how parents can meet student's needs at home.

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 and communicate invitations to all parents: Website, invitations, marquee, Parent Link	Andrea Schletter-Principal, Dr. Onesha Richards-Woodard Assistant Principal and Technology Team	September 2016	Parent Link Report, Pictures, Attendance Records, Flyers/Labels
2	Collect data, develop agenda, handouts and attendance sign-in sheets and presentation materials	Andrea Schletter-Principal, Dr. Onesha Richards-Woodard Assistant Principal and Parent Liaison	September 2016 - June 2017	Title I Annual Meeting Feedback Forms, Attendance Records, Translated Presentation Materials
3	Collect and maintain artifacts and evidence	Andrea Schletter-Principal, Dr. Onesha Richards Assistant Principal, Parent Liaison	September 2016 - June 2017	Title I Black Box Audit Checklist
4	Annual Title I Meeting	Andrea Schletter-Principal and Parent Liason	September 2016	Title I Annual Meeting Feedback Forms, Attendance Records, Translated Presentation Materials

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: In an effort to increase participation in parental involvement activities at school, Gregory Drive Elementary will offer a total of 5 workshops for parents. Activities are conducive to the entire family attending and will be planned around blended learning activities offered by DCPS.

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 Planning Meeting to develop a data driven School	Andrea Schletter	Parental involvement and input into the decision-making process will enhance all academic achievement	September 2016	Agenda Sign In and Feedback Surveys
2	Open House (K-2), (3-5)	Andrea Schletter, Classroom Teachers	Parents visit teacher classrooms and receive valuable information regarding student academics, policies, supplies, scheduling and many other items.	August 12, 2016	Agenda Sign and parent feedback
3	Annual Title I Meeting	Andrea Schletter and Parent Liason	Parents will be informed of the nature of Title I assistance	September 2016	Agenda, Sign In and Feedback Survey
4	Achieve 3000 Parent Night	Reading Interventionist, Classroom Teachers	Parents and their children will participate in teacher led reading activities aligned to the Florida Standards.	September 8, 2016	Agenda, Sign In and Feedback Surveys
5	i Ready Math Night	Math Coach, Math Interventionist, Classroom Teachers	Parents and their children will participate in teacher led math activities aligned to Florida Standards.	September 21, 2016	Agenda, Sign In and Feedback Surveys
6	STEM Career Night	Classroom Teachers and other support staff	Parents and their children will participate in STEM activities aligned to the Florida Standards.	February 9, 2017	Agenda, Sign In and Feedback Surveys
7	Award Ceremony 1 & 3 grade	Andrea Schletter, Classroom Teachers	Parents will help celebrate their students' achievements.	Every nine weeks August-May 2016	Annual Climate Survey
8	Award Ceremony K & 2 grade	Andre Schletter, Onesha Richards-Woodard, Classroom Teachers	Parents will help celebrate their students' achievements.	Every nine weeks August-May 2016	Annual Climate Survey

9	Award Ceremony 4 & 5 grade	Andre Schletter, Onesha Richards-Woodard, Classroom Teacher	Parents will help celebrate their students' achievements.	Every nine weeks August-May 2016	Annual Climate Survey
10	Parents Play Day	Classroom Teachers, PE Coach, Parent Volunteers	Parents will come out to the school and participate in physical education activities with students.	May 2017	Annual Climate Survey
11	Parents Play Day	Classroom Teachers, PE Coach, Parent Volunteers	Parents will come out to the school and participate in physical education activities with students.	May 2017	Annual Climate Survey

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	PLC committee meetings	Leadership Team	To build capacity with our stakeholders, positively impacting student achievement	September 2016- May 2017	Faculty/Staff/Parental Annual Surveys
2	Faculty Training on developing Progress Monitoring Plans	Administration, RTI team leaders	PMP's are based on student strengths and weaknesses and help build parental understanding to increase student achievement	completed by December 2017	Faculty/Staff/Parental Annual Survey
3	Cultural Sensitivity	Administration, teachers, LEA	Provide information to staff on various cultures and building culture in the work place.	completed by May 2017	Faculty/Staff Annual Survey

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 school has a parent resource center located in the media center. This area has education activities/games, file folder games, DVD movies & books, etc. for parent check-out. Teachers are encouraged to show this area to parents during parent conferences and recommend activities/games that are appropriate to assist in remediation with their child/children.

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: The primary delivery method for communicating with parents is the DCPS School Messenger and outside school marque. Monthly newsletters and flyers about upcoming events are also methods that will be used to communicate with parents. In addition, we use the school's website, face book page and twitter account to keep parents informed of upcoming events. Grade levels send home a monthly newsletter which states what academic standards will be taught during reading, writing, math, and science throughout the month. At any time parents can request a parent/teacher conference with their child's teacher in order to discuss their child's education.

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: Parents are notified of programs, meeting, and other activities via the school's monthly newsletter, flyers, and reminder information which are placed in each child's agenda. Activities are planned for a variety of times so that all parents will have an opportunity to participate in various activities throughout the school year. A translator for Spanish is on staff and assists with making sure that parents receive the benefits of the activities being presented.

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	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Recruit and train members of community-based and faith-based organizations on how to effectively tutor students in reading.	Dr. Onesha Richards-Woodard	This strategy will be used to assist us with the sub-groups of NCLB: Increase the percentage of children reading at proficiency for black, low social economic, and students with disabilities.	September 2016- June 2017

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	Ways to help your student succeed	2	7	Parents learned how to help students at home with new Florida Standards in Math and Reading
2	Parent Math Night	3	8	Provide parents with strategies that will assist them with helping their children at home. Teachers will provide strategies and parents will have an opportunity to practice the strategies shared.

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	Cultural Sensitivity	1	75	Providing teachers training about cultures gives them the strategies to build relationship with students of all cultures.

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	Language for our ELL students	Continued Employment of Spanish Speaking Translator to be available for parent translation support.
2	Economically Disadvantage Students	The school will provide a welcoming environment, door prizes and snacks when parents are invited and/or visiting the school. In addition, try to make every experience as positive so parents will not feel unvalued or overwhelmed when visiting our school.

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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School Number 243 School Name Gregory Drive
Parent Involvement Plan Budget Template 2016-2017
 PIP Amount: \$3,182.47

The P-Card can only be used for **FOOD** (Fund 48748). Purchase requisitions must be entered for all other items.

Please enter the items being purchased and amounts into **the white boxes only**.

The final date for submission of plan amendments is **March 6, 2017**.

The final date for encumbering is **April 30, 2017**.

Number of Workshops or Parent Activities:

Elementary (2 every 9 weeks = Total 8); Secondary (1 every 9 weeks = Total 4)

This area (Childcare and Translators) works hand in hand with 6100/310 and 6100/390.

6100/160 & 6100/200 Salary & Benefits	Childcare (Specify name and date of events) Hourly rate = \$8.05; a PCF must be entered (NN75MA job code)		
	Translators/Translations (Specify name and date of events) Hourly Rate = \$10.00, a PCF must be entered (NN67 job code)		
	Name of Event	Date of Event	Amount
	1		\$0.00
	2		\$0.00
	3		\$0.00
	4		\$0.00
	5		\$0.00
	6		\$0.00
Total Cost for 6100/160			\$0.00

Purchase Requisitions must be entered for these items

6100/310	Vendors classified as professionals, i.e. well-known speakers, authors, etc.		
	Please confer with Policy and Compliance at 390-2111 if a contract is needed		
	Name of Event	Date of Event	Amount
	1		\$0.00
	2		\$0.00
	3		\$0.00
	4		\$0.00
	5		\$0.00
Total Cost for 6100/310			\$0.00

6100/360	Software licenses for parents' usage.		
	Name of Event	Date of Event	Amount
	1		\$0.00
	2		\$0.00
	3		\$0.00
Total Cost for 6100/360			\$0.00

6100/370	Postage for Parent Mail outs (Specify name and date of events)		
	Name of Event	Date of Event	Amount
	1 Postage for Parent Nights Mail outs	09/21, 11/17, 01/13, 02/09	\$782.47
	2		\$0.00
	3		\$0.00
	4		\$0.00
	5		\$0.00
Total Cost for 6100/370			\$782.47

6100/390	Transportation for parents (Specify name and date of events)		
	Name of Event	Date of Event	Amount
	1		\$0.00
	2		\$0.00
	3		\$0.00
	4		\$0.00
Sub Total			\$0.00

6100/390	Guest Speakers for Parent Events (Specify name and date of events), i.e. volunteer speaker, events such as Literacy Night, Promotion, etc.		
	Name of Event	Date of Event	Amount
	1		\$0.00
	2		\$0.00
	3		\$0.00
	4		\$0.00
	5		\$0.00
	6		\$0.00
	7		\$0.00
	8		\$0.00
Sub Total			\$0.00
Total Cost for 6100/390 (Non-food)			\$0.00

6100/510	Supplies for Parent Workshops (Specify name of items & amount)	
	Examples: Storeroom orders for Parent Workshop(s) or supplies; copy paper for parent flyers; handouts	
6100/510	Item	Amount
	1	\$0.00
6100/510	Printing for Parent Workshops	
	Examples: Printing – i.e. parent notices, flyers, handouts, etc.	
6100/510	Item	Amount
	1 Printing and paper supplies for Parent flyers, agenda, educational make and take supplies	\$1,000.00
Sub Total		\$1,000.00

6100/510	Parent Involvement Materials to include:	
	Examples: Educational Materials for parents to borrow (Specify vendor and item); board games, read-a-long books, parenting resources, books, etc.	
6100/510	Item	Amount
	1	\$0.00
	2	\$0.00
	3	\$0.00
	4	\$0.00
Sub Total		\$0.00
Total Cost for 6100/510 (Non-Food)		\$1,000.00

This section applies to Title 1 schools (current and new)

6100/640	Parent Involvement Equipment /Furniture (for parent resource room only)	
	(New) Computer for Parent Involvement Center/parent resource room	
6100/640	Item	Amount
	1	\$0.00
6100/640	(New) Printer/Fax/Scanner for parent resource room	
	1	\$0.00
6100/640	(New) Furniture - chair, desk, bookshelf for parent resource room	
	1	\$0.00
Total cost for 6100/640		\$0.00

The PCARD can be used for light refreshments and catering as described below

FOOD & FOOD-RELATED ITEMS

According to FL DOE, it is suggested that meetings do not occur during mealtimes and that light refreshments be provided. If meals other than light refreshments are served, a justification must accompany the PIP.

•The commitment item 510 is for the purchase of refreshments & other items from the store(s) related to parent involvement activities, i.e. coffee, tea, juice, cookies, napkins, plates, spoons & forks ("off the shelf.")

Items cannot be purchased for children.

6100/510 Parent Involvement <u>light Refreshments</u> (Specify name and date of events):		
	Name of Event	Amount
1	iReady Parent Night	\$350.00
2	Parent Literacy Night	\$350.00
3	Math Parent Night	\$350.00
4	STEM Career Night	\$350.00
Sub Total		\$1,400.00

•The commitment item 390 is used when a vendor is providing services, i.e. a pizza delivery place, a sandwich shop ("an order is placed.")

6100/390 Parent Involvement <u>Catering services</u> (Specify name and date of events):		
	Name of Event	Amount
1		\$0.00
2		\$0.00
3		\$0.00
4		\$0.00
5		\$0.00
6		\$0.00
7		\$0.00
Sub Total		\$0.00
Total Cost for Food (6100/510 AND 6100/390)		\$1,400.00

Grand Total Parental Involvement Allocation

\$3,182.47

Difference between PIP Amount and Grand Total (must equal zero)

\$0.00

For any questions related to this template, please feel free to contact Title I at 390-2123.