

AUBURNDALE CENTRAL ELEMENTARY Title I, Part A Parental Involvement Plan

I, Octavia May, 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)].

Octavia M May

Signature of Principal or Designee

09/30/2016

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: District and School-based Title 1 Parent Involvement Programs in Polk County will strive to BUILD RELATIONSHIPS to create real family engagement for every child, every family, every teacher, every day.

School Mission: The mission of Auburndale Central Elementary School is for every learner to reach academic excellence by becoming creative problem solvers and change makers.

District Mission: The mission of Polk County School is "To provide a high quality education for all students."

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 serving on Auburndale Central's 2015-2016 School Advisory Council (SAC) met on April 10, 2015 to review and write our Parent Involvement Plan, Summary, and our School-Parent Compact. Minutes were kept to document the meeting. SAC members approved all revisions to the plan and expenditures for student agendas. The 1% expenditure for parent involvement is spent on the student agendas, parent workshops, and parent trainings. Forms are sent home to all parents to determine interest for selecting members for SAC and other responsible groups. Meetings are advertised on the school marquee, invitations/postcards are sent out, and phone calls are made and information is placed on the school website. All interested parents may attend any meeting.

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	Public Preschool (VPK)	Under the guidance of the district Pre-K program, parents will be provided with information on how to assist their child's transition to Kindergarten.
2	Head Start	Head Start pre-kindergarten teachers will conduct at least two home-visits. Head Start will provide vicinity mileage travel reimbursements for teachers.
3	Migrant	Migrant Liaison provides services and support to students and parents. The liaison coordinates with Title I and other programs to ensure that student needs are met.
4	Title II	District receives supplemental funds for improving basic educational programs through the purchase of small equipment to supplement educational programs.
5	Title III ESOL	Services are provided through the district for educational materials and ELL district support services to improve the education of immigrant and English Language Learners.
6	Title 1 Part A	Services are provided to ensure that students requiring additional remediation are assisted through after-school programs. The district coordinates with Title II and Title III in ensuring staff development.
7	ESE	Services are provided to ensure that students requiring additional remediation are assisted through our ESE programs.

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	Monthly news letter	Principal/Title 1 coordinator	August 31, 2016	Parent Evaluation
2	Title 1 Meeting Invitation	Title 1 coordinator/ Classroom teacher	September 13, 2016	Parent Evaluation
3	Marquee Title 1 meeting	PE para	September 14, 2016	Parent Evaluation

4	Agenda meeting labels	Title 1 coordinator/ Classroom teacher	September 16, 2016	Parent Evaluation
5	Sign-in sheets	Title 1 coordinator	September 20, 2016	Parent Evaluation
6	General Title 1 Meeting	Title 1 coordinator	September 20, 2016	Parent Evaluation
7	Overview of Title 1 PowerPoint	Title 1 coordinator/ Classroom Teachers	September 20, 2016	Parent Evaluation
8	Overview of the Compact	Title 1 coordinator/ Classroom teachers	September 20, 2016	Parent Evaluation
9	Overview of Curriculum/State Assessments	Title 1 Coordinator/ Classroom Teachers	September 20, 2016	Parent Evaluation
10	Ways Parents Can Be Involved/Volunteer	Title 1 coordinator/Classroom Teachers		Parent Evaluation
11	Additional Title 1 information is shared at conferences	Classroom teachers	September 2016- May 2017	Parent Evaluation
12	Barriers: Childcare- children able to attend meeting Transportation- most parents without vehicles live within walking distance Meals- meeting was early enough to have dinner afterwards Translation- provided translation of Title One meeting info in Spanish	Title 1 coordinator/ Principal/ Assistant Principal		
13	Evaluations of meeting	Title 1 coordinator/ Parents	September 20, 2016	Parent Evaluation

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: Meetings, in addition to the annual parent meeting, will be scheduled during morning, afternoon, and evening times as well. Parent involvement meetings will be scheduled during various times throughout the day. For parents with disabilities, meetings are located in rooms with easy accessibility. For example, there are no stairs preventing access to the location of the meeting. The parents without transportation are mostly within walking distance, which makes it possible for them to attend the meetings. Parent resource center information is available to parents, and translation services will be available at these events.

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	Donuts for Dads	Assistant Principal, Title 1 Coordinator	Parent Involvement	September 28, 2016	Sign in sheet, parent survey
2	Monthly Newsletters	Principal, AP, Title 1 Coordinator	Parent Involvement	Monthly 2016-2017	Parent Survey
3	ELA/Math night	Title 1 Coordinator, Literacy Coach, Math Coach	Parent Involvement	October 20, 2016	Parent Survey
4	Reading Under the Stars	Title 1 Coordinator/Literacy Coach	Parent Involvement	December 15, 2016	Parent Survey
5	Cyberbullying Prevention Parent Training	Principal, AP	Parent Involvement	January 11, 2017	Parent Survey
6	FSA Night	Principal, AP, Literacy and Math coaches, Title 1 Coordinator, 3-5 teachers	Parent Involvement	January 19, 2017	Parent Survey
7	Conferences/Portfolio reviews	Parents/Teachers	Parent Involvement	Ongoing 2016-2017	Parent Survey
8	Math Madness Night	Principal, AP, Math Coach, Title 1 coordinator	Parent Involvement	March 9, 2017	Parent Survey
9	Multi-culture Night	Principal, AP, Leadership Team, Grade Levels	Parent Involvement	April 2017	Parent Survey
10	Muffins with Mom	Principal, AP, Leadership Team	Parent Involvement	May 12, 2017	Parent Survey
11	Kindergarten Round-up	Assistant Principal	Parent Involvement	May 2017	Parent Survey
12	Student Agendas	Principal, AP, teachers	Reminders/Announcements/Resources for Parents	Ongoing 2016-2017	Annual Parent 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	Establishing a Framework for Family Engagement	Assistant Principal	Parent Involvement	Throughout the 2016-17 school year	Parent/Teacher conference log
2	Effective Parent Conferences/Conference Agenda	Assistant Principal, Classroom Teachers	Parent Involvement	Faculty Meeting September 21, 2016	Sign-in Sheet, Parent Teacher conference log/notes
3	Book Study	New teachers, AP	Parent Involvement	Ongoing throughout the	Follow-up questions and sign-in sheet

				2016-2017 school year	
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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: Activity - Northeast Parent Center

Specific Steps - offer educational materials and games that parents can borrow free of charge in order to work with their children at home, classes for parents. Homework help every Tuesday and Thursday from 3:00-6:00 pm. Family game night every other month from 5:00-7:30 pm at center.

Person Responsible - Parent Involvement Facilitator/Northeast Parent Center Resource Personnel

Timeline - M, W, F 7:30am - 3:00pm

T, Th 10:30am - 6:00pm

Evaluation - Annual Parent Survey and feedback from parent center visitors

Activity - Panther Pride Newsletter and Agendas.

Specific Steps - Monthly newsletter, school event calendar, and phone calls to parents allow us to keep parents informed of upcoming events and to provide educational tips to use at home

Person Responsible - Administration/Program Facilitator

Timeline - monthly

Evaluation - Annual Parent Survey

Activity: District Parent University:

Specific Steps- Specific Steps- Polk Parent University is a collaborative community effort led by Polk County's Title I department and other parent involvement contacts within the school district to help parents become full partners in their children's education. Parent University is a partnership with community agencies and organizations to offer free courses, and family events and activities that will equip families with new or additional skills, knowledge, and resources. Workshops and classes will engage parents in innovative and meaningful partnerships for learning.

Person Responsible- Polk County Title 1 department

Timeline- Saturday, May 14, 2016/ 9am to 12:15pm at Denison Middle School

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: At Auburndale Central, we keep our school website up to date with all upcoming events and important school and district information, as well as a link to the District website. Also, our parents are given the opportunity to use Parent Portal to keep up with student grades and attendance. Interim reports and report cards will be distributed according to the PCSB calendar four times throughout the school year. Progress monitoring will be reported and student portfolios will be shared with parents three times a year during scheduled face-to-face parent conferences. Conferences will also be a time to receive up to date information on student grades, progress, needs, etc. Communication will be made via student agendas, monthly school-wide newsletters, email, and home visits will be made throughout the 2016-17 school year. Parents may request additional information at any time. At the end of the year, there are Parent Surveys randomly sent home. These surveys are used to generate information for school improvement.

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: Auburndale Central Elementary will provide information and various reports in home languages; this information includes flyers about joining SAC committee, PTO, and event information. A Spanish speaking secretary, working in the office, provides immediate accessibility to parents on a daily basis. Additionally, Spanish translators are available at most parent involvement activities and parent-teacher conferences by request. Documents are translated by our bilingual staff and PCSB staff in order to communicate information to parents. Documents are translated into Spanish and Haitian Creole. Parents have access to a staff directory on our school website, with a direct link to the teacher's email address. Any teacher or staff member can be reached through the school phone number. Our secretaries will take messages when teachers or staff are unable to answer the phone call. Parents of ESE students have access to their child's progress on goals if they'd like to contact the ESE or general education teachers. Also, a report is sent home we each report card discussing how the child is doing in regards to meeting their goals. When students are going through the MTSS system, parents are notified at the end of the Tier 2 tracking when a meeting is requested with parents, teacher, and guidance counselor. This meeting often allows parents to see the data recorded and if the data is adequate, permission for testing and Tier 3 is requested. Parents with disabilities will be accommodated to the best of our school's ability. Requests made by parents with any special needs should be made directly to the school office. Assistance will be given by staff when disability is known. Home to school communication is sent in numerous ways, such as flyers sent home with the students, stickers in agendas, the school website, and/or the school marquee.

Discretionary Activities

Discretionary School Level Parental Involvement Policy Components. Check all activities the school plans to implement:

count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];and	SAC committee overviews the SIP and PIP and provide input on possible staff trainings	Principal, AP, SAC committee	Giving parents the input on staff training allow them ownership in what staff is being taught to improve student achievement	Ongoing throughout 2016-2017
2	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)];	Parents and Teachers will set up conferences	Classroom teachers and Parents	When teachers and parents work together, student achievement occurs	Ongoing throughout 2016-2017

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	Title 1 Annual Meeting	1	62	To inform parents about Title 1 program
2	Donuts for with Dads	1	36	Dads learn more about importance of father in child's life and build bond between father and school
3	Standardized Testing/Race to Reading Success	1	37	Provide parents strategies
4	Literacy Night	1	28	to increase student comprehension
5	Veteran's Day Program	1	18	Honor veterans from the student's family and community
6	How to Communicate with your Child	1	14	Anti-bullying and communicating with your child
7	Muffins for Moms	1	110	Moms enjoy time working and learning with their child
8	Heritage Celebration	1	165	Families come together to celebrate heritage

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	Reading Centers	1	25	Inform teachers on what centers should look like and how to put them together
2	HOT questions	1	26	Inform teachers on how to incorporate HOT questions into lessons

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	Parent work schedules	Provide after hour/evening events so that more parents will participate.
2	Parent transportation concerns	Provide activities that parents can complete at home with their children.
3	Language barriers	Provide information in Spanish and Haitian Creole. Provide translators at school to assist parents.
4	Financial	Provide as many free resources/services as possible

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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