

ALTURAS ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Charles Pemberton, Jr. , 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: District and School-Based Title I 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.

At Alturas Elementary, our purpose is the same. We work to provide opportunities for our families to interact with teachers, staff, and each other at several school functions held throughout the year. We plan to build relationships through collaborative partnerships

with families in connection to their child's academic progress. Together, we will strive to help all of our students meet and/or exceed District and State performance standards.

Alturas Elementary Mission Statement:

The mission of Alturas Elementary School is for all of our students to demonstrate academic achievement at or above the expected level of performance as defined by the Florida Department of Education.

Polk County Mission Statement

The Mission of Polk County Public Schools is to provide a high quality education for all students. In accomplishing this mission, we envision that students in the Polk County Public Schools will effectively: read, write, compute, speak, listen, and use complex thinking skills to solve problems; be self-directed in creating personal purpose and vision, setting priorities, choosing ethical action, and creating their own knowledge; cooperate and collaborate with others in working with and leading groups; interact positively in diverse settings; recognize the value and contributions of all individuals; and make positive contributions to their communities;

understand and use social, organizational, and technological systems; design, monitor, improve and correct performance within a system; and create viable products.

These desired student outcomes and practices will be fostered and nurtured in schools and classrooms with an environment in which: adults assume instructional and ethical leadership to create efficient, effective environments perceived as safe, healthy, and equitable, where students are recognized as unique individuals capable of learning and independent thinking; adults use varied and reliable teaching and evaluating procedures through relevant curricula; adults enable students, families, and communities to work cooperatively to assume responsibility for the total educational experience; adults engage in professional growth and training activities to effect continuous improvement in the system; students are guided in their total physical, mental, and emotional development through activities which are student-centered and which focus on positive expectations and encourage intrinsic motivation.

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: In April of 2016, the Parent Involvement Team met to plan, review, revise and finalize the Alturas Compact, Parent Involvement Plan, and the Plan Summary. Parents discussed relevant information and determined a plan for the 1% expenditure. It was decided that the 1% parent involvement expenditure would be used to fund various family events at Alturas. Guided discussion questions were provided to facilitate the Parent Involvement Team meeting. The remaining majority of Title 1 funds at Alturas are spent on additional staff members including a classroom para, reading coach, and media specialist.

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	Title I Part A	The Title I funds provide supplemental instructional resources and interventions for students with academic achievement needs. Title I Part A, support provides after-school and summer instructional programs, supplemental instructional materials, resource teachers, technology for students, professional development for the staff, and resources for parents.
2	Title I Part C	Students will be prioritized by the MEP for supplemental services based on need and migrant status. MEP Teacher Advocates, assigned to schools with high percentages of migrant students monitor the progress of these high need students and provide or coordinate supplemental academic support. Migrant Home-School Liaisons identify and recruit migrant students and their families for the MEP. They provide support to both students and parents in locating services necessary to ensure the academic success of these students whose education has been interrupted by numerous moves.
3	Title II	Application for Title II grant will be applied for and money received will pay for teachers to have planning days to plan lessons using Common Core Standards and blending NGSSS.
4	Title III	Provides supplemental resources for English Language Learners (ELL) and their teachers in Title I schools, as well as professional learning opportunities for school staff.
5	Title X	Homeless The Hearth program, funded through Title X, provides support for identified homeless students. Title I provides support for this program, and many activities implemented by the Hearth program are carried out in cooperation with the Migrant Education Program (MEP) funded through Title I, Part C.
6	Violence Prevention Programs Title IV	Provides violence and drug prevention programs in schools in order to promote a safe school environment. Examples of violence prevention programs include anti-bullying, gang awareness, gun awareness, etc.
7	HeadStart/PreK	Head Start programs promote school readiness by enhancing the social and cognitive development of children through the provision of educational, health, nutritional, social and other services to enrolled children and families.
8	ESE	The Exceptional Student Education Department enhances the instructional program of every school by helping students who are encountering roadblocks to successful learning.

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	Invitation sent home in Wednesday Panther Folder	Title I Contact; Teachers	August 24, 2016	Teacher input, parent input
2	Explanation of Title I PowerPoint including discussion of compact, curriculum and state assessments;	Title I Contact	September 6, 2016 at 6:00 p.m. and September 10, 2015 at 10:00 a.m.	Parent Evaluations, agenda, sign in sheets

3	Classroom Visits with Make and Take Activities	Teachers	September 6, 2016 at 6:00 p.m.	Parent Evaluations, agenda, sign in sheets
4	Family Book Fair Night	Media Specialist	September 6, 2016 at 6:00 p.m.	Parent Evaluations
5	Notification sent home in Wednesday Panther Folder	Title I Contact; Teachers	August 31, 2016	Teacher input, parent input
6	Advertised on school website	Title I Contact; Network Manager	August 24, 2016	Teacher input, parent input
7	Parent Evaluations	Teachers	September 6, 2016 at 6:00 p.m. and September 10, 2015 at 10:00 a.m.	Parent Evaluations

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 will host parent workshops focused on academics, family nights to build relationships, and an Annual Meeting to explain all the aspects to Title I. Workshops and family nights will be held during flexible times such as before school, during school and evening hours. For evening events, Alturas Elementary will be providing child care to school-aged children so parents can focus on workshop content. We will provide invitations and notifications in Spanish. We will attempt to provide a translator if possible.

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	Transition to Middle School	Guidance Counselor	Meeting with 5th grade parents and students to explain their many school choices and program options for middle school.	December 2016	Agenda, meeting minutes, sign in sheets
2	Florida Standards and Assessment Night	Title I and Classroom Teachers	Invite parents to engage in make-it, take-it activities and lesson that can be utilized at home too.	February 2017	Sign in sheets, agendas, Parent Evaluation
3	Science Night	Administration and Title I	Demonstrate for parents specific skills and strategies to help their children at home with science and the science experiment process.	January 2017	Sign in sheets, agendas, Parent Evaluation

4	Math Night	Title I and Classroom Teachers	Inform parents on testing expectations, Polk County's grading system, and provide resource materials for home.	March 2017	Sign in sheets, agendas, Parent Evaluation
5	Literacy Night	Title I and Classroom Teachers	Educate parents on specific skills and strategies to help their children at home with fluency, vocabulary, comprehension, and written communication.	October 2016	Sign in sheets, agendas, Parent Evaluation
6	Parent Conferences	Classroom teachers	Meet one on one with families to discuss academic progress of students	Throughout the year	parent conference log, agenda

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 Conferencing - PLC	Parent Involvement Facilitator	Educate teachers on conferencing strategies designed to effectively share student data and behavior.	Fall 2016	Staff Feedback

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 created a resource area for parents to gather important information and flyers about upcoming school events. Alturas will also provide opportunities for parents to utilize computers and teaching materials such as Book Fair Nights, Open Media Nights, and Make It / Take It Sessions. Also we will create, print and distribute monthly school newsletters to keep parents informed about school-related activities.

In addition, the District has opened multiple Parent Resource Centers. Our goal is to educate, equip, and partner with our students and their support systems by offering a wide variety of relevant and effective programs and resources that will make a positive impact on the individual and the community. By building strong parent-learning communities we will increase student achievement in our schools and empower parents to raise children who are successful in school and in life.

Monthly workshops and classes will be offered to parents free of charge. Topics for the workshops will vary each month and will be based on a parent needs survey.

Each center is staffed with a full-time bilingual Family Involvement Liaison Para. Each center offers some classes in Spanish. Translation for classes in English is provided by the staff.

Polk County also hosts Parent Universities. 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.

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: Information about Title I programs: Information about the School Parent Compact, School Parent Involvement Plan and Annual Meeting are explained within this document and will be explained at the Annual Meeting, during parent teacher conferences, and various Parental Involvement Activities offered throughout the school year. Also during our Annual Meeting, a PowerPoint presentation will be shown to explain Title I, the Alturas Compact, Alturas Summary, and Alturas Parent Involvement Plan. Additional information is shared through student agendas.

Description and explanation of the curriculum at the school, the forms of academic assessment such as FAIR and other progress monitoring assessments are used to measure student progress, and the proficiency levels students are expected to meet will be explained at Open House, Florida Standards Night, and during individual conferences.

Opportunities for parent meetings to formulate suggestions and make decisions relating to their child's education will take place several times throughout the school year by the Parent Involvement Team. The PIT will meet to discuss the school compact and school plan. These meetings are open to parents, staff, and administration to provide input for the upcoming year's parental involvement events. In addition, the SAC team will assist the administration and staff with the writing and revising of the current years' School Improvement Plan. These meeting will be coordinated by the District Title 1 staff, the school administration, and the Parent Involvement Contact.

A Parent Bulletin Board will be maintained by the entrance to the front office on campus to update parents about the District PIRC, Parent Universities, calendar events, and other school function. This information will also be updated on the school website frequently.

Parents can also stay informed through the use of Parent Portal. The myPolkSchools.net Parent Portal is an on-line service offered to parents and guardians in Polk County. The service will bring together into one single web page information about ALL of the students for a particular parent. Instead of visiting several different websites, making telephone calls or visiting the school to access records or information, the parent may access them all from any Internet-connected computer. The most important goal of the Parent Portal is to enhance district-to-school-to-home communication as outlined in the Polk County Schools Strategic Plan item 7(1): "Establish an effective system of communication linking district, school and home."

We also will send home a weekly Panther folder for each student which includes newsletters, interim reports, surveys, and other parent communications.

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: Alturas Elementary will provide opportunities for participation in parent involvement activities for all parents (including parents of children with limited English proficiency, disabilities, and migratory children). Alturas Elementary will provide information and various reports in the home languages. The ESOL para and district personnel will assist with these efforts throughout the year. The school has been made handicap accessible by providing wheelchair ramps, sidewalks to portables, close parking spots, and automatic doors for persons with disabilities.

All families are invited to participate with the school's SAC and PTO. Families are given multiple opportunities to give input through parent meetings and surveys. Important information is communicated via student agendas, school sign, school website, and parent bulletin board.

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,	We will work to form business partner relationships in order to provide families with educational materials and	Title I Contact	Students will have access to materials at home to reinforce classroom instruction	Ongoing

	in parental involvement activities [Section 1118(e)(13)].	resources to assist their child at home.		which will promote deeper learning.	
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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	Testing Night	1	22	Inform parents on testing expectations, Polk County's grading system, and provide resource materials for home.
2	Family Literacy Night	66	6	Educated parents on specific skills and strategies to help their child at home with fluency, vocabulary, comprehension and written communication.
3	Math Night	6	56	Invite parents to engage in make-it, take-it activities and participate in math activities to model how to build math fluency.

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	Florida Standards/FSA	1	20	Give teachers a better understanding of new standards to effectively design instruction.
2	Analytical Writing	1	20	Give teachers a better understanding of new writing expectations in order to more effectively design writing instruction.
3	Analytical Writing/Essay Scoring	1	20	Give teachers a better understanding of analytical writing and how to implement in the classrooms; provide opportunities to score student sample for more cohesive scoring.
4	FAIR FS/IBTP	1	20	Train teachers to more effectively analyze data reports and plan instruction and intervention.

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	Transportation	Encourage and help organize car pools
2	Child Care	Provide on-campus child care services for school aged children on Parent Involvement Nights

3	Notification	Send home flyers or use website or email to remind parents of events
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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
1	Increasing Parent Participation	Spelling Bee
2	Increasing Parent Participation	Math Bowl
3	Evaluation/Review	Compact/PIP Meeting