

NORTHBORO ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Gayle W. Harper , 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: The mission of Northboro Elementary is to create a learning environment where students value and recognize the purpose of the school and understand how to apply a diverse set of strategies and tools to reach their highest potential in attaining their academic and social goals.

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 invited to participate in School Advisory Council where the Title I initiatives and the needs of the school will be addressed.

-Parents will be invited to participate in our Parent Teacher Organization.

-Childcare for school aged children along with a Community Language Facilitator will be provided for SAC, PTO and school meetings.

-Notices will be translated for parents that speak Spanish.

-The One Voice Messaging System will also notify parents in their home use language.

-Monthly Parent Workshops will be provided. The workshop content will enable parents to support their children in a scaffold and continuous exposure format. The knowledge that they gain will enable parents to reinforce concepts that students should maintain for mastery of other skills.

-Additional parent meetings will be held to discuss family involvement goals of the year, to review the School Policy Plan/ School Compact, Title One funds, testing data, and School Choice options.

-All meetings will be advertised on school Marquee and the monthly school newsletter, The Chronicle.

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	Montessori Pre-School Program	Provides early learning experiences for students ages 3 and 4 emphasizing the Montessori Philosophy
2	Loop Road Educational Center	Students in grade 5 studying the various habitats, ecosystems and the environment
3	HIPPY	Providing support for our Hispanic Families

4	Family Resource Room	Parent Resource Room to check educational resources to support student achievement in the home environment
5	Monthly Parent Meetings	Empowering parents with the skills and strategies to support their children at home.
6	Conversational English Classes	A volunteer comes to school and teaches parents English so they can assist their children at home and become more involved in the educational process.
7	City of West Palm Beach Library	A librarian from the city library will come to the school and assist the students and parents in opening accounts.
8	SDPBC Multicultural Dept.	Additional CLFs are provided to support schoolwide events.
9	South Florida Science Museum	The museum will bring in hands on activities to demonstrate science concepts at the parent workshop

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	Annual Meeting: advertise meeting by flier, robo call and marque.	School Administration and Community Liaison	8/29 - 9/14/2016	Attendance & Parent Survey School Effectiveness Survey
2	School Compact	School Administration and Community Liaison	9/14/2016	Number of compacts returned
3	School Family Involvement Policy	School Administration and Community Liaison	9/14/2016	Parent Survey School Effectiveness Survey

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: Northboro schedules parent meetings in the mornings following student drop-off and in the evenings. The Annual Parent Meeting was held on September 14 at 8:30AM and at 5:30PM allowing parents to choose the meeting that fits their schedule.

Childcare is provided for meetings scheduled in the evenings.

Parent Training are provided at 8:30 in the mornings. This will enable parents to attend the training upon bringing their children to school. 10/27/16, 11/17/16, 12/15/16, 1/19/17, 2/23/17, & 4/27/17

Parent Liaison and guidance counselor will conduct home visits as needed.

Community Language Facilitator works with parents daily from 7:30 until the last parent has been helped. She translates teacher notes and assists them generating a response to the teachers.

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	Active Parent Resource Room	Community Liaison/Choice Coordinator	resources address standards	10/2016 - 06/2017	Parent Survey School Effectiveness Survey
2	Monthly Parent Trainings	Community Liaison/Choice Coord. and Academic Coaches	Strategies and content address standards	09/14/2016-04/27/2017	Sign-in sheets and post workshop evaluation
3	Student Agenda Books	Teachers, Students & Parents	Keep parents informed	08/2016-6/2017	Parent feedback School Effectiveness Survey
4	Monthly Newsletter	Principal, ITSA & Support Staff	Keep parents informed	07/2016-06/2017	Parent Survey School Effectiveness Survey
5	PTO Correspondences	PTO Board	Keep parents informed	08/2016 - 05/2017	Parent Survey School Effectiveness Survey
6	Conversational English Classes	ESOL Coordinator	Increase parent involvement in educational processes.	9/23/2016 - 5/12/2017	Sign-in sheets and post workshop evaluation
7	New Family Orientation	Assistant Principal	Increasing the home school connection	April 2017	Sign-in sheets and evaluation
8	School Tours	Assistant Principal & Magnet Coordinator	Increase parent involvement and understanding of the Montessori program,	Oct. 2016-Jan. 2017	Parent Survey
9	FSA Informatinal Meeting	Assistant Principal	Keep parents informed	January-February 2017	Sign-in sheets and evaluation

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	District Family Involvement power point	Community Liaison	building capacity for parent support	October 2016	Teacher feedback
2	Parent Conference Fairs	Assistant Principal and Parent Liaison	keeping parents informed	end of 1st trimester	Teacher feedback, sign-in sheets
3	Articles relevant to Family Involvement Distributed to staff	Principal	building capacity for parent support0	November 2016	Teacher feedback, reflection logs
4	New Teacher Parent Conference Professional Development	Assistant Principal and ESP Mentors	build capacity for effective parent conferences	October 2016	Teacher feedback, reflection logs, sign-in sheets

Other Activities

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more fully participating in the education of their children [Section 1118 (e)(4)].

Response: The assistant principal and academic coaches will provide monthly training sessions relevant to the standards being addressed in the classrooms. They will also provide take home resources that can be used to support their child learning while addressing the specific standards.

The Community Liaison/Choice Coordinator will provide parents with a plethora of books that can be read with and to their children.

The Parent Resource Room will be open at varied times to accommodate the needs of parents.

A FSA Strategy Night will be implemented to ensure parents are well informed about the high yield strategies, student expectations and outcome measures of this standardized assessment.

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: Assessment notifications and results will be sent home so that parents can remain informed about their student's academic performance on a regular basis. Student Assessment Literacy Project (SAL-P) Feedback sheets will be provided following District Diagnostic Assessments explaining student's strengths and weakness and providing steps for improvement.

Northboro will conduct 1 parent and 1 student led conference fair. The conferences will enable all teachers who service students to meet with all stakeholders and discuss the overall progress and performance towards reaching proficiency in the standards. A detailed explanation of the report card markings will also be provided.

Northboro will also provide parents with additional verbiage explaining the varied diagnostic assessments such as FAIR, Palm Beach Writes and diagnostics.

The student agenda and edline page will ensure parents are aware of school policies for homework and class work.

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: Northboro will provide a language facilitator to ensure effective communication at parent teacher conferences, parent training sessions and parent meetings. Furthermore, the facilitator will be present during School Base Team Meetings and Child Study/ IEP Meetings to assist in interpreting the discussion involving their student. Northboro's Migrant Contact participates in all parent meetings. Specific documents will also be translated and one voice messages will be sent in students' home language.

Northboro is compliant with all ADA requirements.

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	Community Liaison/Choice Coord. will provide monthly trainings to empower parents with strategies for working with their children in the home.	Community Liaison/Choice Coord., Reading Coach, and Media Specialist	Opportunity for enhanced student achievement	ongoing
2	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Community Liaison/Choice Coord. and Language Facilitator will work with parent leaders from the Hispanic Communities to improve communication and to enhance their understanding of early literacy strategies that will positively impact student achievement.	Community Liaison/Choice Coord., Language Facilitator, all Academic Coaches, and Principal	Opportunity for enhanced student achievement and improved parent knowledge	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 Conference Week Fairs, 8 parent trainings per year, and translation hour daily done by the Language Facilitator	Community Liaison/Choice Coord.,, Language Facilitator, PTO President, School Administration	Opportunity for enhanced student achievement and improved parent knowledge	ongoing
4	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Harvard Family Research Project	Community Liaison/Choice Coord.,, Academic Coaches and School Administration	Opportunity for enhanced student achievement and improved parent knowledge	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	Monthly Parent Meetings	12	720	Increase parent knowledge of curriculum
2	Parent Conference Fair	3	455	Review of current academic progress
3	Conversational English Class	0	0	Increase communication between home and school
4	Parent-Teacher Organization	20	1200	Increase parent involvement in school activities

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	Faculty meeting presentation on parent involvement	2	119	Increase parent knowledge of learning expectations and school readiness.

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	Adequate number of language facilitators	Continue to request assistance for Multicultural and partner with the local high school Spanish club

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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