

OCALA SPRINGS ELEMENTARY SCHL Title I, Part A Parental Involvement Plan

I, Traci Crawford , 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

At Ocala Springs, our mission is to provide a strong academic foundation in a safe elementary school. We will strive every day to develop students who will contribute to our community. Staff members will take advantage of professional development to implement high effect-size instructional strategies in the classroom.

We will collaborate with each other, our parents and the community to support our students' needs and help them to be successful not just for today, but for tomorrow.

Involvement of Parents

Ocala Springs Elementary School will involve parents in all aspects of its Title I program. The SAC (School Advisory Council) committee will develop, implement and evaluate all aspects of the SIP (School Improvement Plan) and the PIP (Parent Involvement Plan). Non-employee representatives make up more than 50% of the SAC. All SAC members are given the opportunity to review and offer input to the plans prior to approving. Parents are given a survey at the conclusion of all parent sessions. During the year parents are offered a survey to evaluate parent activities. These surveys are used to guide activities for the following year.

- SAC members are chosen through the process of a vote. Parents wishing to participate in the SAC contact the principal to place their name on a ballot and current members of the SAC vote to elect new members.
 - Parent input on various issues, including the school compact, are recorded in the SAC minutes, which also includes input for school compact.
 - Each SAC agenda will reflect initiatives that need to be addressed. Sections of the PIP or SIP will be highlighted and opened for discussion at each SAC meeting. If a SAC member needs further information for clarification, the principal will be available to do so. The voting on of policies or activities will take place after all information has been presented and discussed.
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Coordination and Integration

Program	Coordination
Voluntary Pre-K	Students register at Ocala Springs and services are provided on site.
Kindergarten Information	Upon registration for Kindergarten parents receive a copy of information concerning expectations for the coming year.
HIPPY Program	At the Title I annual meeting, parents are provided the Title I brochure which contains information on HIPPY. HIPPY provides services to 3 and 4 year olds who live in selected Title I school attendance areas. Activity packets are available and may be provided through home visits.
Pre-K ESE	Pre-K students attending Ocala Springs with active IEP's are provided required services. Parents are encouraged to become actively involved with school activities.
Migrant Program	If Migrant students are enrolled at Ocala Springs Elementary then there will be a coordination with the District Migrant Office to provide additional resources and support.
Homeless	The administration will coordinate with our District Homeless Liaison who will provide the students and families the resources and support they need.
Title III ESOL	The administration will coordinate with Grants and Federal Programs, ESOL Department to identify students. ESOL paraprofessionals are placed in our school to provide students with the appropriate academic support they need to progress in learning a second language.
Individuals with Disabilities Education Act (IDEA)	Our school coordinates with the ESE, Student Services Department of MCPS. Supplemental instructional support is shared with parents as they are invited and attend their child's IEP meetings. Teachers and staff will follow the MTSS policies and processes.
Title I Part A	Our school received Title I funds based on free and reduced lunch counts. Title I Part A funds are used to provide supplemental instructional materials, equipment, and/or personnel to help students meet the rigorous state standard expectations. Staff development as well as Parental Involvement Trainings and Workshops will be coordinated with Title I Part A.
Title II	Staff and faculty members participate in district professional development opportunities.
Federal Nutrition Program	Our guidance department identifies families in need and coordinates a weekend food backpack program providing nutrition supplements.

Annual Parent Meeting

Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
Title I Annual Meeting – Held as a separate meeting following orientation.	Principal, AP, Curriculum Coach, Dean	August, 2016	Sign In Roster
Blackboard Connect Parent Notification	Principal	Summer	Call Out Message
Title I Annual Meeting PowerPoint	Administration	Preschool Week	PowerPoint File

Flexible Parent Meetings

-Parent Conferences will be held before and after school as well as during the day if needed. Social workers are also available to do home visits if parents are unable to attend a meeting.

· Activities will be held on alternate days of the week as is appropriate for the nature of the activity. Child care will be provided for school age children during parent sessions.

· PTO family functions are held in the evening.

· The parent survey will document the success of our flexibility.

PTO meetings are held at a convenient time for the SAC members. This will be voted on during the first SAC meeting in September.

Pre-Kindergarten classes present parent programs during the school day and also in the evening.

Building Capacity

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
Informational/ Expectations- Orientation	administration & staff	Administration and Faculty members outline and review student expectations, introduce parents to the CCSS and NGSSS, and share what evaluation methods will be utilized for the school year.	August	sign-in rosters
Families Building Better Readers - Promotion of Reading Strategies	Faculty Designees	Parents will have the opportunity to learn reading strategies to help their children at home. Increase of student performance on formal, interim, and summative assessments.	First Semester	sign-in rosters, evaluation forms
Parent Reading Writing Assessment Night - Promote Writing Skills	4th and 5th Grade Teachers, Coaches, and Administration	Parents will have the opportunity to learn writing strategies to help their children at home. Increase of student performance on formal, interim, and summative assessments.	January	sign-in rosters, evaluation forms

FSA Parent Night	Faculty Designees, Coaches, and Administration	Parents will have the opportunity to learn test strategies to help their students at home. Increase of student performance on formal, interim, and summative assessments.	February	sign-in rosters, evaluation forms
At- Risk Student Strategies	Administration & staff	Parents will have the opportunity to learn academic strategies to help their students at home. Increase of student performance on formal, interim, and summative assessments.	First Semester	sign-in rosters, evaluation forms

Staff Training

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
MTSS (Multi-tier System of Support) Training	Guidance Counselor/School Psychologist	Teachers will be trained in the continued implementation of the MTSS process. This is to include graphing student data and communicating with the parent in the Pupil Monitoring Process.	Year Long	Parent conference notes, parent signatures on the PMP paperwork
Effective Use of Volunteers	Volunteer Coordinator	Teachers will be trained in utilizing volunteers in the classroom in an effective manner to positively impact student achievement.	Fall	Increase in Volunteer Hours Log in Report
Positive Behavior Support	Dean	Teachers will be trained in the implementation of team building. Included will be team building with each other, parents and members of the community.	Fall	Teacher Evaluation, 321
Title I Parent Meeting	Faculty Designee	Teachers will be trained to train others on how to empower the parents to support the challenge of Common Core at home.	Fall	Sign in roster
Skyward Family Access	Faculty Designee	Teachers will be trained to train others on the Skyward Family Access, to help bridge the school and home connection.	Year Long	Usage Reports
Book Study	Administration and staff	Teachers will read and participate in a book study to help with impact on mindset of parents and students.	Second Semester	Note pages relating to each chapter throughout the study.

Other Activities

Parent Conferences - teachers and parents will discuss how to ensure the child's academic success and what the parents can do at home. Every parent is sent a form to sign up for a date and time to meet with their child's teacher. When parents arrive, they sign-in at the front office.

Title I Parent Resource Center on Wheels - During the school year the district Title I van will be assigned to our school each semester. The parents are notified via an article the school newsletter, campus marquee, and the school's website (calendar). They are invited aboard the bus to participate in "make & take" activities. A trained Title I staff member assists them in choosing academic games and resources to make for students. These resources will be used at home to help maintain and improve the students' academic performance.

Fall Fun Night - Students complete as a grade level to see which grade can bring in the most candy. When the contest is over they come out with their parents and families to participate in a safe night of collecting candy from each classroom and visiting holiday decorated doors. They also donate non-perishable food items to a non-profit organization. They learn about sharing with others and having fun with their families.

Parent Resource Center - The school advertises these resources in the school newsletter. There are many available resources in the media center for checkout. Parents may come in throughout the day to check out materials to use at home with their students. Circulation information is kept in the media center.

Parents and families will be encouraged to visit the District Title I Parent Resource Center and our teachers will utilize the Teacher Check Out program the Center offers.

Kindergarten bridging ceremony.

Communication

-School newsletters, classroom newsletters, Skylert calling system (2-3 days before an event), flyers (1-week before event), the school marquee, the online parent/student calendar, student planners, Home/School Newsletters, parent/teacher conferences and the school website will offer parents information about Title I programs, upcoming testing, meeting times and parent night activities. Translators are available for Spanish speaking parents and interpreters are available for our deaf and hard of hearing parents.

· Open House will be held during the second month of school for teachers to share with parents the curriculum for the grade level, assessments used to measure student growth and proficiency requirements for students.

· A copy of the parent involvement plan will be available online in the fall. It will also be sent home with every student.

· The PIP will be printed in Spanish upon request. Interpreters for our deaf community and Spanish speaking personnel will be available for parent activities.

· The complete PIP will be posted on the school website as well as the State website. Written communication will be provided for parents in English, however if requested a Spanish version will be sent. All district Title I communication is available in both Spanish and English.

· All parent notifications are approved by the principal/assistant principal before going home.

· Following Progress Monitoring Meetings, parents will be contacted by the teacher to formulate a plan for student achievement. Current levels and projected goals will be presented along with intervention strategies for improvement. Data will then be collected, graphed, and shared with the parents during the school year.

-Home visits are provided by Social Services, as needed to meet the needs of the students.

-Teachers contact parents and families regularly through personal emails and/or phone texts.

· A majority of the parent satisfaction surveys will indicate an 80% success rate. Parents will also receive a parent/student calendar that highlights the schools involvement in the Title I program. A copy of the Parent Involvement Plan will be sent home with every student in the fall.

Accessibility

Our facility is ADA accessible. Parents with disabilities are regularly invited to all parental involvement activities and if support is needed to accommodate a disability, appropriate arrangements will be made.

Discretionary Activities

Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
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.	Social worker is available to visit parents who are unable to attend.	Teacher/Guidance Counselor/Social Worker	Increase communication of the student's progress with academics.	On-going
Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	School will offer to local church the ability to utilize the classrooms on a weekly basis to teach faith based curriculum.	Good News Club Volunteers	Reading in the content area.	On-going