

LAKE STEVENS ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Vanady Daniels, 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

9/29/16
Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: To involve parents in the planning and implementation of the Title I Program and extend an open invitation to our school's parent resource center to provide a comprehensive information source for available programs and referral services; and ensure all learners will become literate, proactive, and responsible members of the community.

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: The principal convened an annual parent-student orientation session on Saturday, August 20, 2016, to provide general school information to parents, and a parent meeting, which was held on August 20, 2016 to inform parents of the school's participation in the Title I Program. The school will build capacity for parent involvement by offering meetings and workshops, based on parent survey interest, as delineated on the annual parent workshop calendar. Bi-monthly reminders advertising workshops will be sent to parents via flyers, ConnectEd messages and posting on school marquee. The school will involve parents in the planning, review and improvement of the School Parental Involvement Policy through monthly EESAC and PTA meetings.

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	Bilingual Parent Outreach Program	Supervised by the Bilingual Department, supports the engagement and involvement of parents in English classes, as well as workshops focusing on strategies that improve students success and achievement
2	Professional Development	Supervised by the Principal and Assistant Principal, provides professional development sessions for parents focusing on truancy prevention, school improvement, and student achievement.
3	Parent Academy	Supervised by the Director and staff of the M-DCPS Parent Academy provides parent workshops on community services to ensure needs of students and families are met.
4	Community Involvement Specialist	Supervised by the CIS, supports and organizes activities that will disseminate information to parents about programs and opportunities to help their children at the 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	Parent-Student Orientation	Principal	August 20, 2016	Sign-in rosters / Agenda
2	Parent Open House	Principal	September 14, 2016	Sign-in Rosters / Agenda
3	Title 1 Parent Meeting	Principal	August 20, 2016	Sign-in Rosters / Agenda

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: Lake Stevens Elementary School will offer parent workshops to parents at various times throughout the school day and after-school hours. In situations that prevent parents from attending the school meetings, the school social worker will arrange home visits. The Community Involvement Specialist will also coordinate meetings with parents and schedule home visits for parents to keep them informed of school functions and student activity.

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	Title I Parent Survey	Community Involvement Specialist	Promote parent involvement in assisting with academics	Monthly Meetings	Sign In Rosters
2	Parent Resource Center	Community Involvement Specialist	Review and discuss student achievement data	Monthly Meetings	Sign In Rosters
3	Parent Portal	Assistant Principal	Monitors student progress and arranges parent / teacher conferences	Nine Week Quarters	Sign In Sheets / Teacher Conference Notes
4	Academic Workshops / Activities	Leadership Team	Promotes academic achievement	September 2016- June 2017	Increased Assessment Results
5	I Ready	Leadership Team	Strengthen relationships between the parents and the school	Bi-Monthly basis	Sign In Rosters
6	Report Card Pick Up Night	Assistant Principal	Monitors students' attendance and academic performance	Quarterly	Increased assessment results
7	EESAC Meetings	Principal	Links programs and activities that improve academic achievement	Throughout the school year	Visitation Logs
8	PTA Meetings	PTA President	Strengthen relationships between the parents and the school in meaningful ways that improve academic achievement	Throughout the school year	Parent participation in school activities
9	Honor Roll Assemblies	Administration	Promotes parent involvement to award student success	Quarterly	Sign In Sheets
10	Parent Conferences	Teachers	Communicate with parents on student achievement and how to improve academic achievement	Quarterly	Sign In Sheets
11	I Ready Parent Reports	Teachers	Share technology data with strategies to use at home to	Quarterly	Parent Reports

		improve academic achievement		
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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	Florida Standards & Core Curriculum	Curriculum Coaches	Knowledge of recently updated Florida Standards and State Assessments	Monthly Faculty Meetings	Rigor in classroom instruction
2	Best Practices and Strategies for Classroom Management	Administration	Improved classroom management	Faculty Meetings - Monthly	Referral tracking system
3	Higher levels of rigor in the classroom	Administration	Improved state assessment scores and instructional practices	Weekly Grade Level Planning Meetings	Sign In Sheets
4	Reading, math, and Science Essentials	Administration	Improved content knowledge for teacher instruction of the new standards	Beginning of School Year	Sign In Sheets
5	Instructional Strategies	District Supported Personnel	New standards implementation	Professional Development Day - August 30, 2016	Sign In Sheets
6	Principal and Assistant Principal Meetings	Region Personnel	Parent Involvement	Monthly Meetings	Sign In Sheets / Agendas
7	Content knowledge in Core Subjects	District Support	Improved classroom instruction	Throughout the year	Sign In Sheets / Walkthroughs
8	ICAD Meetings for Teacher Leaders	District Supported Personnel	Instructional Support for Math, ELA, and Science	Monthly	Sign In Sheets / Agendas

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 Parent Resource Center is operated by the Community Involvement Specialist and is available for parents use. It contains technology programs as well as educational materials and information that parents can access in order to increase student achievement. Open House is scheduled at the beginning of the year to invite parents in to meet the teachers. Report Card pick up days are designated during the school year to allow parents to have meaningful conversations with teachers about student performance. Parent / teacher conferences throughout the school year to track student progress.

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: A Title 1 orientation meeting is held at the beginning of the year to provide information about the programs offered at the school.

Informational letters, monthly parent calendars, and Connect-Ed messages addressing information regarding Title I and its programs are communicated to parents in a timely manner in English, and Spanish.

Parents and children in grades K-5 will receive reports and updates of their children's progress on state and district assessments. Lake Stevens Elementary follows the curriculum supported by the District for all of the core subjects. Student progress is measured throughout the year using the I-Ready software for math and reading. Each year grades 3-5 are assessed by the state with the Florida Standards Assessment. Grades k-2 are assessed with the SAT-10 Assessment. Students are expected to make a proficiency level of 3 or higher on the Florida Standards Assessment and K-2 students are expected to make a stanine of 6 or higher to meet proficiency.

Parents of children who are performing below grade level are advised of their child's progress through performance monitoring plan meetings.

Parents are encouraged to meet with their children's teachers to discuss concerns regarding their achievement.

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: Information disseminated to parents is provided in English and Spanish via staff contact, informational letters, monthly parent calendars, and Connect-Ed. All parents are given equal access to all services and resources.

Parent meetings will be scheduled at different times of the day to accommodate all parties. A translator will be available at all meetings to make sure the information is understood in their language.

IEP and LEP meetings will take place for students with disabilities and limited english proficient students to discuss student performance.

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:
☒ Not Applicable

count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
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Upload Evidence of Input from Parents

Upload evidence of parent input in the development of the plan.

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.

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 Parent Meeting	1	115	Strengthen relationships between the parents and the school in meaningful ways that improve academic achievement. Provide an overview of the Title 1 Program and the resources available.
2	Open House	1	138	Disseminate parent information about the structures set in place at the school to teach parents about what the school is practicing to ensure student learning.
3	Spirit Night at Chick Fil A	1	39	Provide parents / students the opportunity to read stories and purchase additional resources to assist in student learning.
4	Report Card Pick Up Night	1	35	Encourages parents to communicate with teachers on the academic progress of their students.
5	Walk Your Child To School Day	1	26	Build parent / school relationships and teach students the importance of following safety rules when walking to school.
6	Awards Assembly	1	81	Honor roll Awards to acknowledge student academics in core subject areas.
7	5th Grade Promotional Ceremony	1	52	Awards ceremony to celebrate student achievement in the core areas of academics and attendance.
8	McTeacher Night	1	36	Community relations with neighboring businesses to honor students academically.
9	Parent Academy Workshop	1	7	Provide parents with information to assist their children at home with technology support.
10	Parent Appreciation	1	32	Meet with parents to acknowledge the bond created with the school to assist with student achievement.
11	Parent Breakfast	1	36	Disseminate school activity and program information that parents can utilize to assist their child with academic work.
12	Honor Roll Breakfast	1	45	Reward students and parents on academic performance for the previous grading period.
13	Kindergarten Orientation	1	8	Provide an orientation to incoming parents on the kindergarten curriculum and how to prepare students for the start of school.
14	Math Night at Publix	1	37	Involve parents and students with standards based math activities at the local Publix to real life scenarios.
15	Reading Under the Stars	1	33	Engage students and parents with reading activities to support the school curriculum.
16	End of the Year Awards Ceremony	5	309	Recognize student achievement for work throughout the year .
17	5000 Role Model Tie Ceremony	1	24	Involve dads with the relationships with their sons to initiate students into the program

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	Core Curriculum - Opening of Schools	1	25	Knowledge of recently updated curriculum
2	Monthly professional Developemt Meeting	10	25	Share knowledge of curriculum and strategies to communicate with parents
3	Math/Science Professional Development	1	23	Software and Content training for staff
4	Opening of School Meeting	1	25	How to infuse parent involvement during the school year

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	Single Parent Households	Offer workshops at varied times.
2	Language Barriers	Offer bilingual translations
3	Parent Work Schedules	Offer parent activities at varied times
4	School Volunteer Clearance	Parent Portal

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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