

## CHARLES R DREW ELEMENTARY SCHL Title I, Part A Parental Involvement Plan

I, Tracie N. Abner, 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:** Charles R. Drew K-8 Center will involve parents in the planning and implementation of the Title I Program. In addition, we will extend an open invitation for parents to visit our Parent Resource Center, where they can receive information regarding available programs, their rights, and other services.



Charles R. Drew K-8 Center believes that positive parent/family involvement is essential to student achievement and thus encourages such involvement in school educational planning and operations. Our school is committed to strengthen the partnership among parents/guardians, staff, schools, and the community, by providing for parents' involvement in decision making as members of school-based planning teams, local parent groups, and LEA-wide committees.

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## 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:** Charles R. Drew K-8 Center will involve parents in the planning, review, and enhancement of the School Improvement Plan, Title I School-Parent Compact, Title I Parental Involvement Policy, components of the Title I program, and all other school-based programs outlined in our School Improvement Plan. Involvement of parents will be documented through sign-in sheets and minutes of meetings for decision-making groups, such as the Parent Teacher Association (PTA) and School Advisory Council (SAC) meetings.

Charles R. Drew K-8 Center will also encourage parental involvement through our website, which will enable parents to access pertinent school information. Our school will disseminate information via Monthly School Calendars, Parent-Student Handbooks, Connect-Ed messages, and regular parent-teacher conferences. Charles R. Drew K-8 Center is committed to providing parental workshops/in-services/activities to empower parents with the skills needed to assist students with Home Learning Activities. This school year, we will conduct various parental workshops, which will focus on improving students' reading, writing, mathematics, and science skills.

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## 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
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## 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	Title I School Orientation	Administration/Community Involvement Specialist	August 29, 2016	Agenda/Attendance Rosters
2	Resource Fair	Assistant Principal/Community Involvement Specialist	September 14, 2016	Agenda/Attendance Rosters
3	Send flyer and	Assistant Principal	August 2016-	Box Tops for



Connect-Ed messages	October 2016	Education
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## 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:** Throughout the school year, Charles R. Drew K-8 Center will offer parent meetings on a flexible schedule. At these meetings, we will inform parents of their child's performance at school. Teachers will schedule parent-teacher conferences to discuss students' progress and the school will organize parent-teacher conferences on the days of interim progress and report card distributions. The school's Community Involvement Specialist or Social Worker will also conduct home visits to talk with parents.

## 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	Parent & Employee Portal	Administration/Community Involvement Specialist	Enable parents to access pertinent state, district, and school information	September & January	Agenda/Attendance Rosters
2	Family Literacy Nights	Curriculum Coaches	parents with the skills needed to assist students with Home Learning Activities and teachers with strategies for implementing engaging home learning activities.	January & March	Agenda/Attendance Rosters
3	Preparing for FSA	Administration/Curriculum Coaches	Inform parents of the importance of standardized tests and helpful test-taking tips	February & March	Agenda/Attendance Roster
4	Transition to Kindergarten	Administration/Registrar	Provide information about the Kindergarten curriculum and registration procedures	May	Agenda/Attendance Roster

## 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	Effectively Communicating with Parents	Administration/Student Services	Provide staff with skills to effectively communicate and work with parents	August	Agenda/Attendance Rosters
2	Faculty Meetings	Administration	Improving home-school relationships	Quarterly	Agenda/Attendance Rosters

## 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:** Charles R. Drew K-8 Center' Parent Resource Center has computers for parents to use and informational material on resources/services. Parents are encouraged to visit the resource center and log into the District's Parent Portal to view their child's grades, attendance, and other pertinent information.

## 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:** During the Title I School Orientation Meeting, parents were informed about the various Title I programs within our school and the district. Throughout the school year, Charles R. Drew K-8 Center will continue to provide parents with information on the curriculum, state assessments, educational programs, district initiatives and resources, along with opportunities to assist with the planning, review, and enhancement of the School Improvement Plan, Title I School-Parent Compact, and the Title I Parental Involvement Policy. Parents will be encouraged to participate in parent-teacher conferences, parental workshops, and decision-making groups, such as PTA and SAC. Parents will receive notification of all meetings and activities via our website, monthly calendars, Connect-Ed messages, home visits, and flyers.

## 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:** Charles R. Drew K-8 Center will provide parents with written communication in English, Spanish, and Haitian Creole, as well as provide translation services as needed. Parents with disabilities will also receive assistance. Charles R. Drew K-8 Center will also disseminate information through various



sources, such as parent letters, flyers, Connect-Ed messages, posting on the school's website, progress reports, and report cards. Teachers will conference with students and contact parents regarding strategies for improving their child's academic progress. During the school year, parents will be encouraged to discuss their child's performance with teachers. Parents are access to resources and additional information in the school's Parent Resource Center.

## 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	Parental workshops will be provided by the school and Parent Academy to ensure parents are provided the skills improve academic achievement in core content areas.	Curriculum Coaches/Community Involvement Specialists	Involve parents in their child's education	Quarterly
2	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Provide parents with skills to increase parental involvement in PTA and SAC	PTA & SAC members	Improve the ability of parents to participate in decision making activities	Quarterly
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)];	PTA Recruitment	PTA	Improve the ability of parents to participate in their child's education	Quarterly
4	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Increasing School-wide Parental Involvement	Administration/Community Involvement Specialist	Strengthening the school-home relationship	February
5	Developing	Increasing	Administration	Increasing	September

	appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Community Involvement		outside resources to improve student achievement	& January
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### Upload Evidence of Input from Parents

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

[Uploaded Document](#)

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### 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](#)

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### 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](#)

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## **Evaluation of the 2015-2016 Parental Involvement Plan**

### **Building Capacity Summary**

Provide a summary of activities provided during the 2015-2016 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	Parent & Employee Portal	5	50	Enable parents to access pertinent state, district, and school information
2	Family Literacy Nights	2	30	parents with the skills needed to assist students with Home Learning Activities and teachers with strategies for implementing engaging home learning activities.
3	Preparing for FSA	1	30	Inform parents of the importance of standardized tests and helpful test-taking tips
4	Transition to Kindergarten	1	50	Provide information about the Kindergarten curriculum and registration procedures

### **Staff Training Summary**

Provide a summary of the professional development activities provided by the school during the 2015-2016 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	Effectively Communicating with Parents	1	15	Provide staff with skills to effectively communicate and work with parents
2	Faculty Meetings	6	120	Improving home-school relationships

### **Barriers**

Describe the barriers that hindered participation by parents during the 2014-2015 school year in parental involvement activities. Include the steps the school will take during the 2015-2016 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
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### **Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the 2015-2016 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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