## LAMB ELEMENTARY Title I, Part A Parental Involvement Plan

I, Steven Sims , 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)].

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| **Signature of Principal or Designee** | Date Signed |

**Mission Statement**

Parental Involvement Mission Statement (Optional)

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| **Response:** |

**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 [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

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| **Response:** Parents who are members of the School Advisory Committee are equal stakeholders who are equal voting members. The parents will assist in developing the SIP, contribute to determining annual goals for student achievement, parent involvement activities, fundraisers and allocation of funds for student and staff incentives.    \*Parents serving as a part of SAC were recommended by teachers who met the parents at "Meet the Teacher in August. Some teachers received verbal acknowledgement of parent interest in becoming involved in the day to day activities of the school. Others were recommended as a result of teacher-made interest inventories or "getting to know you questionnaires."    Parental input will be summarized in monthly SAC minutes. Each parent will share in the decision making process and will be given equal voting rights as a member of the SAC team. School-wide issues such as student achievement, school handbook information, Title 1 fund distribution and budget, and coordination of school/parental events will be driven by parental responses recorded on parent surveys. |

**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)].

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| **count** | **Program** | **Coordination** |
| 1 | English Language Learners | The ELL staff will hold two annual parent meetings to provide families of ELL students with information on the school district's policies and procedures related to ELL students. In addition, the staff will provide families with additional resource to support the academic needs of the students. The ELL resource teacher will maintain documentation of the meetings on appropriate forms and a log of parent meetings. |
| 2 | EELP | The ESE staff are available to assist parents and families with academic and behavioral support. The staff will provide parents with district and community resources. The staff will also assist students and families with transition into kindergarten. Periodic surveys will be given to parents at parent-teacher conferences. |
| 3 | Social Work Services | The school social worker will assist families with resources for academic, behavioral, and financial support by providing parents with community and district resources and referrals. The school social worker will maintain necessary paperwork and referrals for services and other resources. |
| 4 | Headstart | The Headstart teacher and Headstart social worker will schedule and hold parent meetings |

**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)].

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Develop agenda, handouts, and power point presentation that address Title I requirements | Parent Engagement Team and Title I Parent/Family Engagement (PFEC) contact, | quarterly | Copies of Agenda, handouts, sign in sheets |
| 2 | Develop and disseminateinvitations to parents | Parent/Family Engagement (PFEC) contact, teachers, Principal | October | Flyer with date of dissemination, Parent Link |
| 3 | Develop sign in sheets | Title I Parent/Family Engagement (PFEC) contact | September -October | Sign in sheets for meeting and individual classrooms |
| 4 | Title 1 information and updates in school newsletter | Title I Parent/Family Engagement (PFEC) contact, | October | Copies of quarterly newsletter |
| 5 | Maintain Documentation | Title I Parent/Family Engagement (PFEC) contact, | September | Title I documentation box (TASK box) housed in Title I liaison’s office for monitoring purposes |
| 6 | Lamb Elementary Family Night | Character education Committee, Resource teachers | October 27 | Survey results and reports , |
| 7 | ELL parent information meetings | ELL Department | October 2016: Spring 2017 | Parent Input Forms, |
| 8 | Title I requirements/ Annual Title I meeting | Title I Parent Engagement Contact, Administrator | October | sign-in sheets |

**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)].

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| **Response:** Flexible meeting times will be available in the morning and evening, and in the afternoon, when possible. A bilingual staff member will be available during all meetings. The parent resource room will be open Monday thru Friday from 9:30 am until 11:00 am, and 2:00 -3:30 prm, with a parent volunteer to assist parents with checking out resource materials. The room maybe used for parent meetings, conferences, IEP, ELL, and CST meetings.    Free babysitting services will be offered to parents during family night events. Resource teachers and ELL resource teachers will be available during conference and family nights to address parent concerns and provide additional academic resources. The parent resource room will be open on all conference and family nights. |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Lamb Elementary Family Night | Character Education Committee, resource teachers | Parents will be provided with strategies to assist their child (ren) in all academic areas; reading, writing, math, and science. Free materials is available to all students. Family nights will also serve to encourage families to become more involved in the student’s education. Parents will also receive information regarding the standards and academic expectation for student’s kindergarten thru fifth grade. | October 27 | Survey results and reports , |
| 2 | ELL parent information meetings | ELL Department | Assist students with acquisition of the English language by providing academic support to the students and providing parents with resources to help the students at home. | October 2016: Spring 2017 | Parent Input Forms, |
| 3 | Title I requirements/ Annual Title I meeting | Title I Parent Engagement Contact, Administrator | All information shared supports Family Plan leading to increased academic performance. | October | sign in sheets |
| 4 | Teaching with Poverty in Mind | Administrators | Providing practical strategies for teachers to use in the classroom to impact the students academically socially, and emotionally. Help the teacher understand and to apply differentiation to teaching students who may be impoverished | Fall - Spring | Survey & Sign in sheet |
| 5 | Grade level PLCs | Grade level teams, resource teachers and administrators | Collaborate to discuss student data, plan for ways to move students forward academically, and acquire new strategies to work with students who have varying social, emotional, economic, and educational needs | September-May | surveys |
| 6 | One Drive Training | Technology Teacher | To increase staff knowledge and use of technology to communicate with parents, store information, and interpret data | August | sing in sheets |
| 7 | ? August - DRA/RR training | Curriculum Specialist, Resource teachers | Provides teachers with resources and strategies to improve academic rigor and performance at every grade level. Give teachers ways to train parents to assist students at home and support students academically. And, to gives students, parents, and teachers the most up-to-date information and resources | August-January | Sign in sheets; surveys |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Teaching with Poverty in Mind | Administration | Providing practical strategies for teachers to use in the classroom to impact the students academically socially, and emotionally. Help the teacher understand and to apply differentiation to teaching students who may be impoverished. Also, to provide teachers with additional resources. | Fall - Spring | Survey & Sign in sheet |
| 2 | Grade level PLCs | Grade level teams, resource teachers and administrators | Collaborate to discuss student data, plan for ways to move students forward academically, and acquire new strategies to work with students who have varying social, emotional, economic, and educational need | September-May | Surveys |
| 3 | One Drive Training | Technology Teacher | To increase staff knowledge and use of technology to communicate with parents, store information, and interpret data | August | Sign in sheets; surveys |
| 4 | ? August - DRA/RR training | Curriculum Leader, Resource teachers | Provides teachers with resources and strategies to improve academic rigor and performance at every grade level. Give teachers ways to train parents to assist students at home and support students academically. And, to gives students, parents, and teachers the most up-to-date information and resources | August-January | sign in sheets; surveys |

**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)].

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| **Response:** The parent resource center currently houses a computer and printer for parents to use to search for employment, volunteer at school, complete HOST or lunch applications, and other resources. The parent resource center is located on the second floor in room 242. The Parent Resource Center also houses free educational material and material that can be checked out by parents to assist in the education of all students attending Lamb Elementary. A secured clothes closet is located in the resource room and uniforms are made available for students in need. There are also book bags and school supplies for students in need. Parent and student resources also include free books, reading, writing and math materials and manipulatives. An area is designated for community resources and informational brochures. The resource room is opened Monday - Friday from 8:00 am - 10:00 am and 2:15 pm - 3:30 pm, and on conference/report card pick-up nights. A parent volunteer assists in operating the parent Resource room. The Resource room is also used to hold educational student meetings, as well as parent-teacher conferences. |

**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)].

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| **Response:** The parents will be provided information about Title 1 programs through flyers, parent links, parent meetings, SAC, school newsletter, and the school's web page. The staff will encourage parents to attend conference nights and all school-wide family events to receive the most current information about assessments, standards and expectations that every student is required to meet. All materials will be in English and Spanish. The bilingual team will attend all conferences and family night events. The school's website and teacher's web pages will be updated regularly to contain the most recent information. A sign in sheet, parent surveys and suggestion cards will be distributed at each event to collect parent input information for future events. |

**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)].

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| **Response:** Prior to meetings, family events, and conferences, parents will be notified in advance by invitation, flyers, email, school website, parent(phone) link. All correspondence will be in English and Spanish. ELL staff will attend to assist ELL families during all parent involvement activities. At this time, there are no known students or parents with physical, visual or auditory impairments. If at anytime, services are needed for disabled students or parents, the appropriate accommodation will be provided. |

**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:

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| **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 | Providing reading, writing, math strategies | Character education committee, PTA, administraion | Increase parental involvement in their child's education. Provide stategies to parents. | December 2015 |
| 2 | 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)]; | Teaching new math concepts to parents | Math committee | Provide parents with information about math standards | December |

**Upload Evidence of Input from Parents**

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

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| [Uploaded Document](file:///C:\Users\KINGTRA\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\2OTB8MJJ\fileUploads\290128_2016-2017_uploadEvidenceParentInput.docx) |

**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.

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| [Uploaded Document](file:///C:\Users\KINGTRA\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\2OTB8MJJ\fileUploads\290128_2016-2017_uploadCompact.pdf) |

**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.

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| [Uploaded Document](file:///C:\Users\KINGTRA\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\2OTB8MJJ\fileUploads\290128_2016-2017_uploadCompactEvidence.doc) |

## 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.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Literacy Night - English Language Arts | 1 | 74 | Increase parent and student interest in reading for pleasure. Teaches parents how to select level-appropriate text for students and provided parents with information on reading fluen cy and comprehension. |
| 2 | ELL parent information meetings | 2 | 12 | Provide ELL parents with resources and information about services offered to ELL students. |

**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)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Teach Like a Pirate | 4 | 30 | Increase student engagement and academic performance. Teachers will gain skills and information to assist in guiding parents. Teachers will be able to provide parents with recommendations for skills to be reinforced at home. Also, teachers will gain better knowledge of how to teach and engage low achieving students to eventually close the achievement gap of low performing students. |
| 2 | Phonics training | 1 | 19 | Train teachers to help students increase reading fluency |
| 3 | Number Talks, 4th & 5th grade | 3 | 21 | Provide teachers with strategies to help student become proficient in various math concepts |
| 4 | Book Study/Training: "Engaging Students with Poverty in Mind" | 5 | 36 | Provide teachers with strategies to increase student engagement |

**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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | How information was disseminated-All parents | In addition to flyers and newsletter, the school will do parent links by phone and use a mobile texting app such as "Remind me" to communicate school wide events, activities and information. |
| 2 | Time of events-All parents | Schedule more events with flexible timing. Possibly offer multiple time for conferences and informational meetings. Offer school wide events at latter time to start no earlier than 6 PM. |
| 3 | Not enough parent-student activities | We're implementing "Lamb Family Nights" quarterly. Family nights with academic activities and information sessions for parents. The events will encourage parents to become more involved in the education of their chirldren. The events will include family centered activities, strategies and information for family, and free dinner. |

**Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the previous schoool year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

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| **count** | **Content/Purpose** | **Description of the Activity** |