

COMBEE ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Tammy Farrens , 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

9/13/16

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: Combee Elementary's Parent Involvement program provides a way for families to participate in the educational process, improve our school and engage with their children. Through this program, both family and school will achieve great things.

The staff at Combee Elementary will facilitate opportunities for students to access curriculum through the use of varied instructional strategies, learning modalities, technology and the arts to increase student achievement.

Polk County School Board will provide a high quality education for all students. Every child, every possibility.

The district and school-based Title 1 Parent Involvement Programs in Polk County will strive to BUILD RELATIONSHIPS to create real family engagement for every child, every family, every teacher, every day.

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 are encouraged to give their input for the improvement of our Title 1 programs. Parents can give their ideas several different ways; they can complete parent surveys given during Family Nights, attend parent involvement meetings where our Compact and Parent Involvement Plan and ideas are reviewed, planned and improved, volunteer to be part of our SAC committee where the use of PI funds are discussed and voted on.

Parents are informed of all of the above through flyers, agenda labels, the marque, our website and in the PIN.

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	Voluntary Prekindergarten (VPK)	Combee Elementary supports Polk County Schools Preschool Programs by offering developmentally appropriate curriculum with awareness of the unique needs of individuals, families and cultural differences.
2	Exceptional Student Education (ESE)	Combee Elementary specifically supports the needs of students with disabilities in adherence with the federal laws for the Individuals with Disabilities Education Act (IDEA). Programs are available for PreK through fifth grade, as well as, a Gifted Program.
3	English to Speakers of Other Languages (ESOL)	Teachers are trained to use ESOL strategies to make learning comprehensible. Students receive the same grade level curriculum as their non-ESOL classmates. Bilingual Para educators are available to assist English Language Learners.
4	Hearth Program	Funded through Title X - Homeless, The Hearth Program provides support for identified homeless students. Title I provides support for the program, and many activities implemented by the Hearth program are carried out in cooperation with the Migrant Education Program (MEP) funded through Title I, Part C.
5	Violence Prevention Programs	Title IV provides violence and drug prevention programs in schools in order to promote a safe school environment. Combee Elementary addresses anti-bullying education through the district Bullying lessons, daily ITV segments for all student and supplemental agenda materials for use at home and in the classroom.
6	IDEA	This program ensures that schools that serve students with disabilities will receive Federal money to enhance their academic instruction.
7	Title III-ESOL paraprofessionals	Under the guidance of the district ESOL program, parents will receive assistance with parent-teacher conferences and translation services at family events.

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	Website advertised the dates of the Annual Parent Meeting	PI Contact, Network Manager	September 2016	Number of participants
2	Annual Meeting flyers and labels sent to all families	PI Contact	September 6, 13, & 20 2016	Number of participants
3	Annual Meeting agenda and sign-in sheets prepared	District, PI Contact, teachers	September 22, 2016	Number of participants
4	PowerPoint presentation explaining Title One	Teachers	September 22, 2016 @ 4 & 6	Parent Evaluations
5	Translation services will be provided	ESOL para	September 22, 2016 @ 4 & 6	Parent Evaluations
6	Parent input encouraged through evaluations	PI Contact, teachers	September 22, 2016 @ 4 & 6	Parent Evaluations
7	PPt presentation explaining Compact, FL Grade Level Standards, curriculum, & assessments	Teachers	September 22, 2016 @ 4 & 6	Parent Evaluations
8	Evaluations are collected and analyzed	PI Contact, Admin.	September 22, 2016	Parent Evaluations

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: Our Annual Parent Meeting will be offered at two different times on the same date, Parent Workshops will be offered several times throughout the year in the evenings, and Parent-Teacher Conferences will be offered at various morning and evening times throughout the year. School Advisory Council (SAC) meetings will be offered at a time decided upon by the voting members; attendance is open to all interested parties.

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	Annual Meeting & Open House - Title I information sharing and teacher-parent relationship building	Administration, Interventionists and Teachers	Successful school-parent-teacher relationships foster positive attitudes and improved academic achievements. Parent's understanding of Title One and State Standards and Curriculum.	September 22, 2016	Parent Survey
2	Math Night/Science Night	Admin./Interventionists/Teachers	Activities for parents to use at home with their children to enhance Math skills	February 16, 2016	Parent Survey
3	Family Reading Night	Admin./Interventionists/Teachers	Parents are given strategies and activities to use at home with their children to enhance reading skills.	November 17, 2016	Parent Survey
4	Festival of Trees	Admin./Interventionists/Teachers	Parents are given activities to work with their students at home with a holiday theme	December 15, 2016	Parent Survey
5	Conference Night	Admin./Teachers	Provide parents with information regarding their child, create a home-school connection	October 27, 2016	Conference Logs
6	Conference Days	Admin./Teachers	Provide parents with information regarding their child, create a home-school connection	January 2016	Conference Logs
7	Translators Available at all of the above activities	ESOL Para & ESE Teacher	Provides parent with translations	9-22, 2-16, 11-17, 12-15, 10-27, & January 2016-17	Parent Survey

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	Parent- Teacher Conference Agendas and documentation	Interventionists	Use of agendas during parent teacher conferences to share pertinent information with parents	August 25, 2016	Conference Logs
2	Book Study: Engaging Students with Poverty In Mind	Admin.	Increase teacher knowledge of strategies used to raise achievement in students of poverty.	2016-2017 school year	Parent Survey
3	Effective Parent Communication	Interventionists/Admin	Make parents feel more welcome at school to increase their participation and provide parent-teacher opportunities.	ongoing	Parent Survey/Conference Logs

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: A Parent Informational Resource Center (PIRC) is located on the Combee Elementary campus. Materials are available to parents for check out by visiting the center and various classes are offered.

A Parent Involvement Notebook is located in the front office to provide all Title One documents and other pertinent information.

Monthly memos and Title One documents are also located on the school's website.

The District Parent University offers parent workshops, materials and vendor information twice a year.

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: Information about the School Parent Compact; School Parent Involvement Plan, and other pertinent information will be explained during the Annual Parent Meeting and can also be found on our school website.

Grade level assessment types/dates and proficiency levels will be explained to parents during Open House/Annual Parent Meeting and family nights to build capacity.

Parents have opportunities to voice their opinion and ideas through parent surveys and evaluations. Parents are encouraged to communicate by phone, agenda, email, or setting up a face-to-face conference. Individual student proficiency levels, interim reports, progress reports, and assessment data will be discussed during scheduled parent-teacher conferences. Furthermore, parents can stay informed about their child's progress through Parent Portal (located on our website and the District Website).

Both the Leadership Team and the SAC members meet to review data and parent involvement correlations to formulate suggestions regarding student achievement. Parent members are an integral part of the SAC team, and non-member (SAC) parents are encouraged to attend meetings and otherwise offer input. Every effort is made to provide correspondence between the school and the home in a bi-lingual (English/Spanish) format when feasible and to provide translators when requested at meetings or events.

Parent Informational Resource Center and District Parent University flyers are sent home monthly to parents. The flyers contain information about classes, trainings, and workshops that are offered, as well as, Homework Help, Agape Food Bank, and family nights offered.

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: Sed de Saber kits for learning English are available in the PIRC for use by family members during scheduled hours. Spanish translators are available on campus upon request, and other language translators are available as arranged through the district office. Title One communications are sent home in multiple languages.

Combee Elementary is a wheel-chair accessible campus. Any and all other disability needs are addressed on an as needed basis.

A Parent Involvement Notebook is located in the front office with all Title One documents and other pertinent information. These documents are provided in multiple languages. Title One information and announcements are also located on the school's website.

Parents can participate in SAC. There they have access to give input or suggestions during SAC meetings through the compact and PIP drafts and through meeting discussions.

Parents can also give input through evaluations that are given during parent nights to build capacity, during Parent-Teacher Conferences, and/or through agendas, phone calls, or emails (email addresses are located on our website).

ESE, MTSS, and other services for special needs information can be accessed through our school counselor and/or the child's teacher.

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	Parent Information Resource Center is located on Combee campus. PIRC provides trainings and classes for parents in the area of literacy and English	PIRC	Parents will feel more comfortable working with their students at home in the area of academics. Parents will have higher expectations for their child. Students that have a parent that will work with them and have high expectations of them will have a positive effect on their achievement level.	on-going
2	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	SAC trainings & meetings	Administration & PIF	Parent awareness of the details and inner-workings of student achievement will create knowledge to be transferred in various parent conversations, resulting in increased parent involvement.	On-going
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-Teacher Conferences-scheduled according to parent availability.	Administration, Guidance Counselor & Teachers	Exchange of information regarding student achievements and areas where improvement is needed between the home and school is necessary for student success.	On-going
4	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	After school tutoring is made available to at-risk students through a quality program.	Administration	Additional student tutoring increases achievement.	On-going

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	Annual Meeting & Open House	1	281	Shared Title One Information, gave opportunity for parents to meet their child's teacher, provided academic expectations, and allowed for scheduling of future Parent/Teacher conferences in order to build relationship, foster positive attitudes, and improve student achievement.
2	School Advisory Council	5	14	Parents are given the opportunity to participate in and learn various Math activities with their children in order to enhance math skills.
3	Ready to Read Night	1	98	Parents were given strategies and activities to use at home with their children to enhance reading skills through literacy training.
4	Festival of Trees	1	325	Parents were given strategies and activities to use at home with their children to enhance reading skills.
5	Math and Science Night	1	64	Parents were given the opportunity to participate in and learn various Science activities with their children in order to enhance math skills.

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	Parent Conferencing and Communication	1	41	Use of agendas during parent teacher conferences to share pertinent information with parents
2	Book Study- Engaging Students with Poverty In Mind	9	51	Aid in building of relationships and communication with both students and parents

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	Poor Socio-economic background with limited understanding of importance of parent role in education (all subgroups).	Continued outreach to parents via newsletters, ConnectEd, and relationship building through all possible avenues.
2	Parents with limited English	Translators available in the school office, at family night activities, as well as, parent conferences
3	Parents limited knowledge of Educational Role	Encourage parent attendance for Parent Nights to Build Capacity and Parent-Teacher Conferences.

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
1	Building Capacity of Parents	Parents are invited to get hands-on reading, math, and science activities with a holiday theme.
2	Building Capacity of Parents	Parents are invited to get hands-on math, and science activities.
3	Increasing Parent Participation	Chorus and Strings preformed.
4	Increasing Parent Participation	JLGL donated meals and books in order to encourage parent participation.
5	Building the Capacity of Schools	S gets to eat lunch with the principal.
6	Building the Capacity of Schools	Community members share their experiences and knowledge with S
7	Building the Capacity of Schools	High School ROTC students teach students about community and funds.