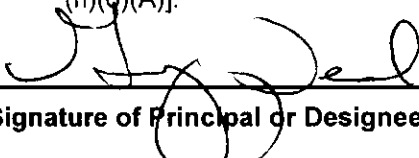


NORTH LAKE LAND ELEMENTARY SCHOOL OF CHOICE Title I, Part A Parental Involvement Plan

I, Gregory Deal, 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: The mission of Polk County Public Schools is to provide a high quality education for all students. 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.

At North Lakeland Elementary, we believe all students can and will be ready to work and willing to learn. NLE will provide a technological learning environment in which all individuals will become leaders. NLE staff strives to partner with parents to ensure the success of our students. The school will provide opportunities for families to learn ways they can help their child with academics at home.

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: North Lakeland Elementary School:

Will involve parents in the planning, review, and improvement of Title I programs including involvement in the decisions regarding funds for parental involvement. Letters to parents will be sent asking them to be on the Parent Involvement Team where the team will review the 2015-16 Compact, Summary Plan, and Parent Involvement Plan. The Parent Involvement Activities will be decided for 2016-17 school year. NLE uses parent involvement funds to purchase student agendas as a source of communication between families and the teacher.

Will present the 2016-17 Compact, Summary Plan, and Parent Involvement Plan to the PIT and SAC committees for final revision and approval. At these meetings input will be given as to how our Parent Involvement money will be spent and ways to improve our communication with parents.

The Parent Involvement Team (PIT) will meet at least twice to discuss the Parent Involvement Plan and input will be gathered via minutes, email, and surveys. We also have a suggestion box for parents in our front office. All parents have a voice in the developing of our Parent Involvement Plan.

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	Individuals with Disabilities Education Act (IDEA)	Flyers will be sent home stating how parents of students with disabilities (SWD) can help in their child's education. Meetings can be held for parents of SWD to discuss educational needs and strategies.
2	Parent Portal	Several parent involvement events include the training of parents on how to use the Parent Portal to stay informed on student progress. Teachers are available at these events to show families how to use the tools. Available in both English and Spanish.
3	Title One	Title One is highly involved at North Lakeland to provide accountability through measurement and provide high quality professional development. In addition, Title One gives our school the ability to impact family involvement to include training for families on how to build capacity as involved parents and also how to stay informed about student progress.
4	Pre-K	The Pre-K program is coordinated by the District Office and housed at North Lakeland Elementary to prepare future kindergarten students with academic and social skills.
5	Title III	Supplemental resources for English Language Learners (ELL) and their families are coordinated through the District. North Lakeland ESOL paraprofessionals strive to ensure that information is translated, to the extent practical, in a language and format that our parents can understand.

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	Prepare powerpoint, video, agenda, handouts, sign in sheets, and notification	Title I Parent Involvement School Contact and administration	September, 2016	Copies of powerpoint, agenda, handouts, and notification in TASK
2	Outline Events for the year and prepare Parent Involvement Calendar	Title I Parent Involvement School Contact and administration	August, 2016	Final Approval from Administration, copy in TASK
3	Distribute PIRC and PLUG brochures	Title I Parent Involvement School Contact and teachers	September 15, 2016	Copies in TASK
4	PLC with teachers to plan for parent involvement this year.	Title I Parent Involvement School Contact and administration	August 30, 2016	Teacher feedback and involvement
5	Send out communication to parents through stickers in the agendas, text messages, marquee	Title I Parent Involvement School Contact	August 30 - Sept. 15, 2016	Number of Parents that are present
6	Annual Meeting A.M. and P.M. meeting will be held. Information about Title 1 services shared.	Title I Parent Involvement School Contact and administration	September 15, Sept. 16, and Sept. 21	Parent feedback and Annual Meeting Report/parent evaluations
7	Reference compact/show location in agenda	Title I Parent Involvement School Contact	Sept. 15, 16, and 21.	Parent feedback/evaluations
8	Discuss curriculum/state assessments	Assistant Principal	Sept. 15 & March 7	Parent feedback/evaluations
9	Review parent suggestions/evaluations	Leadership Team	September 23, 2016	Number of positive comments, minutes from leadership meeting

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: North Lakeland Elementary will build capacity for strong family involvement in order to support a partnership among the school, parents, and the community to improve student academic achievement. Various meetings will be offered in the mornings and evenings so that all parents will have an opportunity to attend. For example, our Title 1 Annual Meeting was offered to parents on September 15 at 5:30, or 6:30 p.m., on September 16 at 8:00 a.m., and a Spanish session on September 21, 2016. There will be translators offered at our parent involvement activities or alternative meetings in second language. Refreshments and childcare will be offered at some of our meetings.

Teachers are very involved in the planning of the Family Involvement events. Many of our teachers are parents as well, and understand the need for flexibility in order to attend. We vary the days of the week that we hold events in order to reach more parents. When the need has presented itself, teachers have and will visit homes to provide support and information.

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	All Teachers, Title I Parent Involvement School Contact, and Administration	Increasing parent understanding of the benefits that are brought to the school through Title One funding and the various opportunities for all students who have instructional needs.	Sept. 15, 16, and Sept. 21, 2016.	Parent feedback and group discussion Parent Evaluation Form, Participation Percentage Data
2	Reading & Technology Night	Teachers, Title I Family Involvement Contact & Administration.	Teachers will hold state standards based workshops and train parents on ways they can help at home.	November 3, 2016.	Parent feedback and evaluations
3	Holiday Performing Arts Showcase	Music Teacher, Art Teacher, and Administration	Family friendly school event to build relationships with families.	December 8, 2016	Parent feedback
4	Math, Science, & Testing Night	Teachers, Title I Family Involvement Facilitator, and Administration	Provide information and state standards based activities to involve families in science and math. Information about state testing will be shared.	March 7, 2017	Parent feedback and evaluations
5	Spring Musical	Music Teacher	Understanding the power of enrichment on academics and development.	May 11, 2017	Parent feedback
6	Introduction to Kindergarten	Parent Involvement School Contact	Staff will partner with parents to ensure school success	August 15, 2016	Parent feedback
7	Spring Art Show	Art Teacher	Understanding the power of enrichment on academics and development.	May 18, 2017	Parent feedback

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	Volunteer Training	Volunteer Coordinator	Increased support to classrooms resulting in increased student achievement.	August 8, 2016	Number of volunteer hours.
2	PBIS	Guidance Counselor	A decrease in behavior issues lead to an increase in student achievement.	August 8, 2016	Number of Discipline Referrals
3	Effective Parent Conferencing	Family Involvement Facilitator	Increase parent communication	August 30, 2016	Number of conferences held
4	Develop Parent Conference Agenda	Family Involvement Facilitator and Teachers	Increase parents' understanding of how their child is performing in school	August 30, 2016	Number of conferences held, parent comments and feedback

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: Activity: Continuously building communication/interaction through a listserv email, school Facebook page, monthly newsletter, text messages and phone calls in order to give parents a place to get up to date information and feel more connected to the school and activities. The media center is also the Parent Resource Center and where the school personnel direct parents for books and resources for their children. The media specialist opens the library during family events and extended times for checkout. Parents are given information advertising our District Parent Informational Resource Center that is available at no cost to them. Information about the District's Parent University was put in school newsletter, flyers were sent home advertising the event, and included on the school's Facebook page. Educational community events are also shared with our school's families in the same manner.

Specific Steps: Information and website placed on school homepage

Person Responsible: Title I Parent Involvement School Contact/Network Manager/Title I Parent Involvement Para

Timeline: August 2016 - May 2017

Websites

Parent Centers: www.polk-fl.net/parents/involvement/pirc.htm

Parent University: www.polk-fl.net/parents/involvement/plug.htm

Where: Southeast Region @ Frost proof Elementary 863-635-8600
 West Region @ Sleepy Hill Elementary 863-815-6787
 N. Central Region @ Combee Elementary 863-668-3035
 Northeast Region @ Garner Elementary 863-965-5488

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: Parents will receive communication about assessments in Parent/Teacher Conferences through shared Student Data Folders.

Parents will receive communication about Title One Programs during the Annual Meeting, at parent-teacher conferences, and through the school listserv, flyers, agendas, monthly newsletter, parent letters, and the school's website. A school year calendar with family involvement events is included with the agenda for the families to reference. Parents are invited to the District Parent University and information about the District's Family Resource Centers and district website are sent home monthly in the school's newsletter.

Information about the School-Parent Compact, Summary Plan, Parent Involvement Plan, and Parent Portal (both on NLE website) will be provided to parents at the Annual Meeting and throughout the school year as needed and on the school's website.

Grade level assessments, dates and proficiency levels will be discussed and explained to parents at the Title 1 Annual meeting, parent workshops to build capacity, and during parent teacher conferences. Teachers share their school email addresses with parents at Orientation, Open House, and through written communication going home in the agendas. Teachers send home a report card every 9 weeks and an interim report halfway through the grading period. Parents are encouraged to use the Parent Portal to monitor their child's progress. A demonstration of Parent Portal and help signing up is part of NLE's Title One Annual Meeting.

Both the North Lakeland Parent Involvement Team and SAC meet to review data and parent involvement. Parents are invited to participate on the SAC committee. A suggestion box is located in the front office for families to give input. A parent involvement calendar with important dates for the year is kept in the binder with student agendas that travel back and forth between school and home.

The Parent Involvement Notebook is available in school office for parent review. The school's website is updated with information that is also sent home for families to review.

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: The ESOL paraprofessionals and Title I Parent Involvement School Contact will hold an annual Title I meeting in Spanish to accommodate a number of parents that do not have English skills. School information is sent home in the language preferred on the Home Language Survey whenever possible.

Parents of SWD are invited to meet with ESE staff to discuss educational needs and strategies. Information is provided to parents of SWD about different activities and meetings during the school year that are provided by the district.

The school is wheelchair accessible.

Parents are invited to become members of the SAC and volunteer at NLE. Newsletters encourage parents to use the Suggestion box in the front office. Our staff directory is located on our school website, along with phone numbers, so parents may call or email any staff member with questions, comments, or concerns.

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	Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];and	SAC Committee	Principal, Assistant Principal, SAC Chair	Parent and Community Stakeholders involved in the decision making for the students of this school.	Quarterly meetings
2	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	Reading Pals	United Way and NLE administration	Increase community involvement in reading in Kindergarten to promote early literacy.	Various events through the 2016-17 school year.
3	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	ESOL Leadership Team	ESOL staff and Title I Parent School Contact	Increase Parent knowledge by providing resources and information in home language and helping them to feel supported culturally.	September 21, 2016
4	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 Involvement PD	Parent Involvement School Contact, staff, and administration	Increasing teacher understanding about the various needs of our families.	August 30, 2016