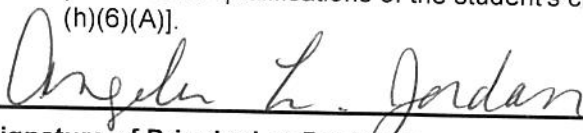


## MAMIE AGNES JONES ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Angela L. Jordan, 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

9/15/16  
Date Signed

### Mission Statement

#### Parental Involvement Mission Statement (Optional)

**Response:** To empower parents to support their child's academic excellence as well as their social and emotional well-being through monthly educational workshops that target family resources and increase parental engagement in the school community through collaborative efforts involving all stakeholders.

### 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:** Mamie Agnes Jones Elementary involves parents in all aspects of its Title I program which includes economically disadvantaged, disabled, and limited literacy. The School Advisory Council (SAC) participates in the development, implementation, and evaluation of school level plans that include the school non-employees. All parents are given the opportunity to review plans and offer suggestions prior to approval. Parental input is documented through sign in sheets and the minutes from planning meetings, and parental involvement meetings throughout the year. SAC, PTO and Parental Involvement meetings will be held on the third Thursday of each month. SAC will start at 4:00 pm. PTO and Parental Involvement will begin at 5:00 pm. Based on recent school surveys, 19% of our parents feel like they are not invited to meetings to learn about what is going on at the school. It is our goal to increase parent participation at all school based functions and meetings by using multiple avenues for parental contact (Facebook, website, memos, personal emails or phone calls).

Committee members from the School Advisory Council, Parental Involvement, and School Based Administration will decide how parent involvement funds will be spent in accordance with the needs of the community as determined through parental surveys.

The Parental Involvement Plan will support additional parental involvement activities. Addendums to the plan and budget adjustments for possible cost will be written and presented for final approval.

In order to eliminate barriers to parental involvement, parent workshops will be built around parental survey responses about academic quality, school environment, and leadership opportunities. It is our goal that parent workshops will provide parents with the skills to help their child/children enhance their current academic performance as well as their emotional and social well-being. The school will improve the communication between home and school through classroom calendars, updating the website and school marquee frequently, increase parent call outs on Duval Connect, and adding Facebook friends. Mamie Agnes Jones Elementary will continue to work towards building strong community relationships by creating a family friendly atmosphere through staff trainings.

The Parent Involvement Plan will be posted on the Mamie Agnes Jones Elementary website. Hard copies of the plan are available upon request in the main office.

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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
1	5th Grade Transition	Transition to 6th Grade: Invite 5th Grade parents to MAJ to gain insightful knowledge as their child prepares to enter Middle School. Followed up by 5th Grade parents and students attending the Red & White Game at Baldwin Middle Senior High School.
2	IDEA	Guidance Counselor and ESE Teachers schedule one on one conferences with parents of Students with Disabilities. They educate the parents to the ESE programs, rights, requirements, and accommodations. Follow up meetings are coordinated through the Rtl or MRT committees. Regularly scheduled progress reports keep parents informed of their child's progress.
3	VPK	Mrs. Roger will host quarterly conferences with VPK parents to discuss their child's progress and ways parents can support student education at home.

### Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity [Section 1118(c)(1)].

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Disseminate invitations	Tracy Harris	August 11, 2016	Total number of parents present
2	Advertise: First day letter Marque	Angela Jordan and Marla Almon	August 11, 2016	Total number of parents present
3	Develop sign in sheets	Diane Bullard	August 11, 2016	Total number of parents signed up to volunteer
4	Maintain documentation	Angela Jordan and Marla Almon	August 11, 2016	Title I Box evidence
5	PowerPoint Presentations that discusses the impact of title I funds. Discusses AYP, SES, and parent	Angela Jordan	September 8, 2016	Annual meeting to be held on 9/8 – rescheduled to 9/15 due to severe weather.
6	Evaluation Forms	Marla Almon	September 15, 2016	Parent comments from annual 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:** The administration and staff of Mamie Agnes Jones Elementary strive to involve parents in all school related activities. Since the majority of our students are car riders. Our annual meeting for parents was held on September 15, 2016 at 4:00 pm to accommodate our parents and to increase the likelihood of parent attendance.

In addition, all SAC meetings are scheduled for the third Thursday of each month at

4:00pm. Then our PTO/Parental Involvement meeting will follow at 5 pm.

Information about engaging parents in school activities is available at our School Parent Resource Center. Topics, dates, times and locations of parent classes are posted. We encourage our parents to attend any additional classes that are held through the district's Parent Academy.

On selected PTO/Parental Involvement meetings, Mamie Agnes Jones Elementary will offer parent classes as part of the agenda. Topics to be covered include accessing OneView site, educational websites related to core content, Jacksonville Public Library learning opportunities, Florida State Assessments, Math night, Literacy Night/Week, and Technology Night.

We have hosted our first Book Fairs at MAJ during the week of September 14-16. As parents have arrived with students we encourage parents to help their child select a book that is high interest and on their individual learning level to increase the student's desire to read as well as their ability to handle the text if reading independently. Handout provided for parents who have a child in grades K-2 called, "Choosing a Just Right Book".

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## 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	Technology Night	MAJ Staff – Team leads	Provide parental awareness and education of technology opportunities at MAJ for their child based on their individualized needs.	December 13, 2016 from 5-7 PM	Pre-registration and Sign in sheets
2	Science Fair Night	Diane Landschoot	Inform parents of the Science Fair expectations and go through class expectations and due dates. Penda awareness and education experience for parents.	September 29, 2016 5:30 – 7:00 PM	Parent Sign in sheets
3	Math Night	JPafford/ Richardson/ Jackson	Increase parental awareness by helping them understand I-Ready math scores and can do statements. Discussing how to help at home.	October 20, 2016 5:30 – 7:00 PM	Parent Sign in sheets
4	Book Fair Nights	Teresa Bright	Increase parental awareness of parents understanding of	September 29 5:30 – 7:00 PM	Parent Sign in sheets and/or

			how to choose a "Just Right Book".	and February 16, 2017	purchase receipt list.
5	Muffins for Mom	Jill Bunker and Reading SIP team	Increase parental awareness of Summer Reading List and Public library events to kick off summer reading.	June 1, 2017 8:30 – 9:30 AM	RSVP cards and parent sign in sheets.
6	Doughnuts for Dads	Jill Bunker and Reading SIP team	Increase parental awareness of Summer Reading List and Public library events to kick off summer reading.	May 9, 2017 8:30 – 9:30 AM	RSVP cards and parent sign in sheets.
7	Literacy Night	Marla Almon, Jill Bunker and Reading SIP team	Increase parent knowledge of instructional programs at MAJ (i-ready and Achieve 3000).	September 29, 2016 5:30 – 7:00 PM	Pre-registration Parent Sign in sheets
8	One View	Marla Almon and Jill Bunker	Increase parental awareness of how to access OneView and why parents should use the site. Increase school to home communications	November 15, 2016 8:30 – 9:30 AM	MAJ Computer Lab sign in sheet and increase in OneView accounts.
9	Open House	Angela Jordan	Impact of new district curriculum on rigor and student mastery.	September 8, 2016 6:00 – 7:30 PM	Total number of parents attending Open House
10	Leadership Day	MAJ Students and Staff	Students led – conferences that showcase their strengths and allow students to share their weakness and the action plan students have developed with their teacher.	Week of February 13-17.	Total number of parents attending and sign in sheets.

## 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 Compact Agreement	Angela Jordan	Focus parents on the importance of being active in their child's education.	August 9, 2016	Signed parental compacts
2	Conducting Parent Conferences	MAJ classroom teachers	Focus on academic and behavior al expectations and growth.	September/ October 2016	Academic and behavioral performance of school.

## 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:** PTO will maintain a parent information board in our front hallway to make upcoming events visible at a daily glance. In our Parent Resource Room, parents will have access to a computer and a printer. Resource materials will be able to be checked out as well. Parent sign-in sheets will document the level of parental activity.



Parent Conferences are held before, after, and during school resource time. All parents are encouraged to schedule individual conferences to discuss their child's progress with their child's teacher(s). The Parent School Compact was created on June 1, 2016 and distributed at orientation for parents to review and provide feedback. As parents come for conferences, teachers will have parents and students sign the compact throughout the year.

Mamie Agnes Jones Elementary will continue to host a number of meetings using various methods of communication such as Back to School Orientation, Open House, SAC meetings, parent conferences, Annual Title I informational meetings and Family Nights.

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## 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:** Parents of Mamie Agnes Jones Elementary School students are invited to participate in various school activities. Parents are invited to attend the School Advisory Committee (SAC) and are notified of the school Parent Involvement Plan (PIP) on the school's website. Parents are provided timely information about programs and services via the PTO email and automated phone communication. Copies of the PIP are made available in the main office. All activities and programs will furnish handout information to parents to further explain the content covered during presentations. Non-English newsletters are created and disbursed to share parent information in languages parents can understand as needed. When parents with disabilities or language barriers make their needs known, MAJ will be accommodating when feasible to enable them to participate fully in school based functions.

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## Discretionary Activities

Discretionary School Level Parental Involvement Policy Components Check if the school does not plan to implement discretionary parental involvement activities. Check all activities the school plans to implement:  
☒ Not Applicable

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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 previous year's Parental Involvement Plan

### Building Capacity Summary

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children [Section 1118 (e)(1-2)]. Include participation data on the Title I annual meeting.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Title I VPK: May 21, 2015	1	15	Develop Pre-K parents knowledge of MAJ KG expectations as preparation to enter Kindergarten for 2015-2016.
2	Math/Technology Night Feb. 2	1	25	Parents will become more familiar with the differentiated technology (I-ready/Xtra Math) that MAJ uses to engage their child/children as well as math games parents can play at home during the to increase Math fluency.
3	Field Day: Physical Fitness May 12th – K-2, 13th – 3-5	1	45	Parents understand the Physical Fitness requirements of K- 5 students in Duval County. Parents look for ways to stay active during the summer months.
4	Art Appreciation May 12th – K-2, 13th – 3-5	1	45	Overview of Art standards by grade level in Duval County, highlighting MAJ student work on display, and ways that parents can increase their involvement in their child's art education.
5	5th Grade Transition: May 15, 2015	1	15	MAJ parents gain insightful knowledge to prepare their child to enter Middle School.
6	Muffins for Mom: May 11, 2015	1	58	Discuss District Summer reading list with MAJ moms, Jacksonville Public Library summer events, and book swap to set students up for summer reading.
7	Doughnuts for Dad: June 1, 2015	1	85	Discuss District Summer reading list with MAJ dads, Jacksonville Public Library summer events, and book swap to set students up for summer reading.
8	IDEA: multiple days through the year	10	45	Conferences with parents of Students with Disabilities. Educate the parents to the ESE programs, rights, requirements, and accommodations.
9	Science Night	1	20	Discuss NGSSS by grade level to increase parental awareness of Science curriculum and expectation for students in grades K-5. Student experiments lead by 2nd grade Science Club.

### 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
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### 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
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### Best Practices (Optional)

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

count	Content/Purpose	Description of the Activity
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# MAMIE AGNES JONES ELEMENTARY

**Academic Excellence**  
*Every classroom. Every student. Every day.*

## 2016-2017 School Parent Compact



“This compact pledges our school community will increase daily student differentiation by using technology (I-Ready Reading: K-2/Achieve 3000: 3-5/I-Ready Math: K-5/Xtra Math: 2-5) so that all students will increase their individual proficiency by the end of the year.”

### **Parents Pledge: I will**

- ◆ Let the teacher know if my child has any problems with learning.
- ◆ Use reading and math materials the school sends home each week to help my child.
- ◆ Read to my child 20 minutes a day.
- ◆ Keep a list of new words, and link letters to sounds.
- ◆ Play numbers games with my child every week
- ◆ Help my child see how to use reading and math to pursue his/her interests and goals.

Parent's Signature: \_\_\_\_\_

### **Students Pledge: I will**

- ◆ Let my teacher and family know if I need help
- ◆ Read on my own and with my family every day
- ◆ Work on my math and reading skills at home, using the materials my teacher sends home
- ◆ Write down assignments, do my homework every day, and turn it in when it's due
- ◆ Write a report each week about a TV program I watch

Student Signature: \_\_\_\_\_

### **Teachers Pledge: We will**

- ◆ Create a partnership with every family in my class
- ◆ Monitor student progress in reading and math and update parents monthly
- ◆ Make sure all students get help as soon as it's needed
- ◆ Send home learning materials in math and reading
- ◆ Explain my approach to teaching, expectations, and grading system to students and their families
- ◆ Continually work on my teaching strategies so that I can successfully teach **all** children.
- ◆ Assign work that is relevant and interesting
- ◆ Make sure students understand the assignment and what they'll learn from it, and grade it promptly.

Teacher's Signature: \_\_\_\_\_

Can't Hide "Little Indian" Pride  
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