## BAYSHORE ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Lynn Herrell , 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 will become involved in the development, review, and improvement of Title I programs through various activities throughout the academic year including, but not limited to, School Advisory Council (SAC) meetings, parent surveys, School Improvement Plan Committee, and the District Advisory Committee. Parents will be encouraged, and invited to participate in these committees via school newsletters, school website, flyers, parent link, marquee postings, parent letters, and personal invitations. All parent communications are provided in bilingual format (e.g., English and Spanish), in other languages (e.g., Haitian-Creole) if requested, and in a parent friendly format.   The School Advisory Council will review, evaluate and provide feedback on how Title I funds should be allocated to parent involvement activities. Parents are invited to provide their input in relation to Title I programs during the open forum sections during SAC monthly meetings. During SAC meetings parents will have input how the 1% set aside for Parent Involvement will be used.  Parents will be encouraged to provide valuable feedback in the decision-making process of allocating funds for parent involvement activities. This parental input will be collected and analyzed annually via parent surveys and parent involvement activities/meetings/workshops evaluations in order to evaluate the effectiveness of the current parent involvement plan, and develop plan modifications if necessary. All documentation, such as agendas, sign-in sheets, and meeting minutes, will be maintained in the Title I Toolkit. |

**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** |

**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 | The Annual Title I Meeting will be held on August 8th. Student/parent compact and parents’ rights will be discussed. Parents will be given opportunity to ask questions/make comments. Comments will be taken back to SAC. Title I Power Point presentation will be shown. | Administrator Leadership Team, Teacher, and Parents | Fall 2016 | Flyer, Agenda, Sign in sheets, minutes, handouts, 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)].

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| **Response:** Bayshore Elementary School works to maximize parent involvement by offering meetings in a flexible format. First and foremost, we provide meetings at various times throughout the day. Meetings may be held during school hours as well as in the evening to accommodate parents who have varied work schedules. Parents are encouraged to reschedule the meeting if scheduling conflicts arise. Translations, in the parents' native language, are provided during parent involvement activities and/or evening meetings to enhance communication as we work toward the goals of making our parents equal partners. Furthermore, in special circumstances, we may conduct in-home conferences, with the assistance of our social worker, to establish an open two-way system of communication between our school and the parents of children we serve. |

**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 | Title I Annual Meeting/Open House | Administration | Provide information to the parents about the Title I program, expectations and how they can support their children at home. | August | Flyers, newsletters, sign in sheets, agendas, handouts, Workshop Evaluations, minutes |
| 2 | SAC Meetings | Administration, Teachers | Parents participate in school decision making for increased student achievement | Monthly | Flyers, newsletters, sign in sheets, agendas, handouts, Workshop Evaluations, minutes |
| 3 | Student Led Conferences | Teachers, Students | Students will share with parents what they have been learning at school, goal setting skills, and oral presentation skills. Parents will be able to see first hand the level of rigor for students, and learn strategies to help their child at home | Fall | Flyers, newsletters, sign in sheets, agendas, handouts, Workshop Evaluations |
| 4 | Student Showcase | Teachers, Students | Students will share with parents what they have been learning at school, goal setting skills, and oral presentation skills. Parents will be able to see first hand the level of rigor for students, and learn strategies to help their child at home. Enrichment and other instructional team members will create activities for parents and students to participate in and take home. | Spring | Flyers, newsletters, sign in sheets, agendas, handouts, Workshop Evaluations |
| 5 | K-5 Curriculum Night | Administration, Teachers | Provide information to parents about classroom/school expectations and share the school compact | Fall | Flyers, newsletters, sign in sheets, agendas, handouts, Workshop Evaluations |
| 6 | Guidance Parent Workshops | School Counselor | Parents will be provided resources and strategies to help support their child at home | bi-annually | Flyers, newsletters, sign in sheets, agendas, handouts, Workshop Evaluations |

**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 | Staff Professional Development | Administration | Improve the ability of staff to work effectively with parents | semi-annually | Agenda, Sign in sheets, Evaluation forms |
| 2 | ParentLink/School/Teacher Website and Social Media Training | Adminstration | Improve the ability of staff to work effectively with parents | Annually and as needed | Agenda, Sign in sheets, Evaluation forms |

**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:** Bayshore Elementary School will continue to build a parent friendly school using monthly newsletters, our SAC/Title I meetings and all communication with parents translated into Spanish/English. A survey will be conducted in order to evaluate success and changes will be made as indicated |

**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:** Information about Title I programs is provided at the Title I Annual meeting at the beginning of the school year. The curriculum and the forms of assessment are explained to all parents at our Annual Curriculum Night. For those parents not in attendance, information is provided in the students'communication packet and the necessary information will be available through articles posted on the school website and/or school newsletter. All parents are provided opportunities to participate in meetings where they are able to formulate suggestions and contribute to decisions related to the education of their children. These opportunities may be individual teacher/grade level conferences, and SAC. If there are any parental concerns regarding the parent involvement plan they will be submitted to the District Title 1 Office. All scheduled meetings are offered at various times to accommodate the needs of our parents. Information about Title I services and other parent involvement documentation will be available for parent review in the main office via brochures or logs. |

**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:** Bayshore Elementary School continuously strives to increase opportunities for parental participation. Parental involvement is crucial for developing awareness and communication between families as well as strengthening the parent - school partnership. Bilingual personnel (English/Spanish is the most common format) is provided on an on-going basis to assist parents that may have limited English proficiency and/or special needs. Some of the options our school provides to increase parental involvement for parents that may have limited English proficiency, disabilities, or migratory children include: (1) Translation services; (2) Parentlink; (3) Newsletters; (4) Report Cards; and (5) School Reports - all of which are provided in a bilingual format (if applicable: i.e., English/Spanish/Haitian-Creole). In the event of a parent with special needs providing a timely notification of such need will allow for us to contact the District Office to provide a reasonable accommodation. Attendance logs, surveys, and meeting minutes are utilized during these activities to monitor parental participation and request additional input.    All monthly school newsletters, information, flyers, parent letters and reports will be sent home in English and Spanish. Bayshore's school website includes helpful information such events and dates, Parent Link, as well as how to connect from home to Renaissance Place and AR book finder, the District Parent Information Center and Parent Tips for Student Success among others. Our parent workshops, Annual Title One meeting, and SAC meetings are presented with a translator available. Our ELL paraprofessional will phone parents to invite them to meetings and assists with translations as needed. |

**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:

X Not Applicable

**Upload Evidence of Input from Parents**

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

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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.

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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.

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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.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |

**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** |

**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** | **Transportation was an issue for some parents as Bayshore is rural based and many parents have to drive a longer distance in order to attend meetings.** | **Bayshore can make Facetime or Skype available for any parent that is still working or has a transportation issue. This would allow them to have input during the meeting** |
| **2** | **Language was also a barrier as some parents were not fluent enough with English.** | **Letters can be sent home in Spanish for upcoming parent meetings and minutes can be sent out to parents to keep them informed.** |
| **3** | **Work Schedules** | **Flexible times will be offered for parent activities to help with work schedules.** |

**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** |