

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

I, Angela Nader , 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)

Response:

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### 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 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 and Teacher Association (PTA) meetings, Parent Surveys, School Improvement Plan Committee, Parent Clubs, and Parent Involvement 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, of which the parents comprise 51%, 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.

In order to revise, evaluate, and develop the Parent Involvement Plan and the Compact, parental input will be collected and analyzed annually via parent surveys and parent involvement activities, meetings, and workshop evaluations to develop plan modifications if necessary. Parents will be informed of the committee progress during our SAC monthly meetings. The committee will present the plan for final approval in September, 2016. All documentation, such as agenda, sign-in sheets, and meeting minutes, will be maintained in the Title I Tool Kit.

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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	Title II Parent Involvement Opportunities	A one hour inservice will be given to our teachers to discuss the importance of parent involvement. Additionally, monthly research based articles will be sent out to teachers about the correlation between parent involvement and student achievement.

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## 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	Annual Title I/Open House	Administration, teachers, support staff	August	Agenda, minutes, sign in sheets, PPT presentation, meeting advertised via marquee

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## 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:** Orangewood 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 in the mornings, during school hours, and in the evening to accommodate parents who have varied work schedules. Parents are encouraged to reschedule the meeting if scheduling conflicts arise. Child care and 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. 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.

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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	Annual Title I Meeting / Curriculum Night	Administration, Teachers, support staff	Increase level of involvement to parents to become active in the decisions made at the school. Provide information to parents on expectations and how parents can help their children	September	Agenda, Sign-in Sheets, PPT, flyer
2	Family Reading and Math Night	Administration, teachers, support staff	Teachers will communicate standards and testing expectations and strategies to help their children academically.	January	Sign-in sheets, flyer, Parentlink
3	ESOL Parent Classes	ESOL instructor	Educating parents on the use of the English language so that parents are able to help and support their child in their academic setting	Sept.- May	Sign in sheets, flyers
4	Leader In Me, Veterans Day, Kindergarten Orientation, Muffins with Mom, Donuts with Dad	Administration, teachers, parent involvement specialist	Provide information to parents on how parents can help their children through research based strategies and tips/provide parents the opportunity to be involved in child's academic setting	Aug-May	sign in sheets, flyers, Parentlink
5	Family Science Night	Administration, teachers	Provide parents and students the opportunity to be involved in and explore the wonders of different science activities.	March	Sign in sheets, flyers, Parentlink
6	Reading Buddies	Volunteer Coordinator	Mentors read with struggling readers	Sept-May	Sign in sheets

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## 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	Train-the-Trainer Workshop	Parent Involvement Specialist	Improve the ability of staff to work effectively with parents.	Quarterly	Agenda, parent involvement portfolios, and research-based activities
2	Staff Professional Development (e.g., Value of Volunteers, Teacher/Parent Partnership, Brief modules of the benefits of Parent Involvement)	Parent Involvement Specialist	Improve the ability of staff to work effectively with parents.	Semi-annually	Agenda, Sign-in Sheets, Evaluation Forms
3	Parent Involvement Newsletter – Parent Involvement research articles to faculty and staff.	Parent Involvement Specialist	Provide information to parents on expectations and how parents can help their children.	Quarterly	Newsletter, Staff Survey
4	Parent Involvement Specialist as Resources	Parent Involvement Specialist	Improve the ability of staff to work effectively with parents	On-going	Staff Survey

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## 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:** Orangewood Elementary hired a Parent Involvement Specialist in November, 2015 to ensure the maintaining of communications between the school and the community. Parent Involvement Specialist created a Parent Involvement Advisory Committee comprised of a diverse group of individuals representing parents, teachers, and administrators. Prospective members of the committee will be notified of this opportunity via SAC and PTO meetings, newsletters, and personal invitations. Membership will be awarded to interested parties.

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## 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:** Orangewood Elementary School continues to work towards developing a culture that both informs and empowers our parents. The main focus is to engage parents in becoming partners with the school to support student learning. Our PTA/SAC meetings embody this process via a cohesive action plan for communicating, training, and reflecting about our Title I programs as well as professional development opportunities. The school facilitates, throughout the course of the year, numerous activities and opportunities for parents to learn about the various aspects of our school community as it relates to student academic achievement. For those parents unable to attend, the necessary information will be available through articles posted on the school website and/or school newsletter. Information about Title I services and other parent involvement documentation will be available for parent review in the main office via brochures or logs. Attendance logs, surveys, and meeting minutes are utilized during these activities to monitor parental participation and request additional input.

Some of the methods that we utilize to disseminate the information throughout the course of the academic year are:

1. Curriculum nights
2. Workshops specifically about assessments (FCAT & Renaissance Place)
3. Reading and Math Content Nights
4. On-going communication via newsletters, the school website, student progress reports, teacher and parent conferences, and phone calls
5. Meetings that are specifically designed to address and discuss the school's academic plan (SIP)
6. School Advisory Council meetings are structured to develop a risk-free environment for parents to engage in a dialogue about their child's academic development, concerns that they might have about the school, and/or any other issue related to the school community, reach out for targeted support, and provide the school with feedback for improvement, etc.

Orangewood Elementary adheres to the best practice of notifying parents of the various opportunities to be informed about Title I programs and services via parent notices, Parentlink, marquee signs, and newsletter announcements on a reasonable and realistic timelines. Specific parental concerns regarding the Title I program can be directed to the school and/or the District Title I Office.

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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:** Orangewood 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 to school partnership. Bi-lingual 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. A Haitian Creole translator is available on site. 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.

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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](#)



## 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 Annual Meeting/Open House	1	350	Provide information to parents on expectations and how parents can help their children with curriculum.
2	AR Blast	2	50	Provide information to parents on expectations and how parents can help their children with curriculum.
3	Fifth Grade Parent Meeting/Graduation Requirements	1	51	Provide information to parents on expectations and how parents can help their children with curriculum.
4	English Speaking Classes For Parents and Other Interested Adults	18	180	Provide information to parents on expectations and how parents can help their children with curriculum.
5	SAC/PTA	7	72	Provide information to parents on expectations and how parents can help their children with curriculum.
6	Family Reading Night	1	85	Provide information to parents on expectations and how parents can help their children with curriculum.
7	Family Math Night	1	67	Provide information to parents on expectations and how parents can help their children with curriculum.
8	STEM	6	120	Provide information to parents on expectations and how parents can help their children with curriculum.
9	Hispanic Heritage/Live Wax Museum	1	200	Provide information to parents on expectations and how parents can help their children with curriculum.
10	Men Who and Women Who Inspire Breakfasts	3	120	Provide information to parents on expectations and how parents can help their children with curriculum.
11	Veteran's Day Program	1	100	Provide information to parents on expectations and how parents can help their children with curriculum.
12	Black History Program/Live Wax Museum	1	220	Provide information to parents on expectations and how parents can help their children with curriculum.
13	Read Across America	1	35	Provide information to parents on expectations and how parents can help their children with curriculum.
14	Olympic Field Day Around the World	1	71	Provide information to parents on expectations and how parents can help their children with curriculum.
15	Kindergarten Orientation	1	110	Provide information to parents on expectations and how parents can help their children with curriculum.



16	Grade 4 Dinner and Curr.Information Night	1	100	Provide information to parents and how parents can help their children with curriculum
17	Spring Fling Family Dinner and Talent Show	1	150	Showcasing Talent of Parents and Children, and socialization of parents, staff and students
18	WGCU Family Night Oceans and Beaches	1	9	Providing information to parents and students regarding our oceans and beaches in S. W. Florida
19	Kindergarten Round-Up for Incoming Kdg. Students and Parents	1	110	Assisting parents in understanding what to expect for 2016-2017 kindergarten curriculum, allowing parents and students to meet teachers, ask questions, and schedule Kdg. Pre-Screening assessment for students

## Staff Training Summary

Provide a summary of the professional development activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1118 (e)(3)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Value of Volunteers/How to Work With Parents	2	35	Improve the ability of staff to work effectively with parents.
2	Train the Trainer Workshop	1	25	Improve the ability of staff to work effectively with parents which will positively impact the student/parent/teacher communication regarding expectations, curriculum, and how the parents can help students academically at home.
3	Teacher Parent Partnership, Brief Modules of the benefits from Parent Involvement	2	40	Improve the ability of staff to work effectively with our parents.
4	Parent Involvement Newsletters	7	4200	Monthly newsletters to parents regarding upcoming events at school and encouragement for Parental Involvement between students, parents, teachers, and administrators.
5	Parental Involvement Specialist as Resources	2	40	Improve the ability of all staff to work and communicate effectively with 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
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1	Parents who are economically disadvantaged, stated as a barrier the scheduling and lack of time to volunteer, attend meetings, or joining parent committees in the school.	1. Be flexible in our scheduling so we can provide morning and evening meetings to allow parent the opportunity to attend. 2. Provide on our school website postings of PTO and SAC minutes for parents.3. Parent Involvement information will be provided in the monthly school newsletter.
2	Parents who are economically disadvantaged, identified as a barrier that child care is not provided at meetings.	1. Provide child care during meetings utilizing teachers or PTO/SAC members as volunteers.
3	Parent with limited English proficiency exhibited difficulties understanding speakers at meetings.	1. Provide printed materials in a bilingual format (i.e., English/Spanish or Haitian Creole) during meetings. 2. Provide ESOL Classes for parents and other interest adults in our community.

### 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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