

WOODWARD AVENUE ELEM. SCHOOL Title I, Part A Parental Involvement Plan

I, Kathryn Godbee, 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

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: We believe that each child is special. We guide our students to love learning, cooperate with each other and respect themselves.

Involvement of Parents

Describe how the school will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

Response: Parents are involved in Title I Planning Process through the School Advisory Council (SAC). The SAC is responsible for the planning, review, and improvement of the Title I Programs. SAC membership is decided through a voting process in which members are elected to a one or two year term. SAC meetings are held monthly. Members of the SAC vote on the development of the Title I Parent Involvement Plan. Input of meeting proceedings are documented through recorded minutes which are approved by the SAC membership. All meeting proceedings are subject to the Sunshine Law.

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	Supplemental Academic Instruction (SAI)	Provide remedial instructional resources to students who fail to meet performance levels. School utilizes these resources through before, during, and afterschool tutoring.
2	VPK	VPK works with our school staff to coordinate transition plans for students entering Kindergarten.
3	Title I, Part A	Supplemental Tutoring before or after school. Supplemental materials and supplies needed to close the achievement gap. Supplemental funds for ongoing staff development as determined by the results of district data.
4	IDEA	Supplemental instruction support provided by the school will be discussed with parents during the development of the students' IEP.
5	Title X, Homeless	Title X Coordinator provides services to families to ensure that students have school supplies, community resources, and transportation.
6	Title I, Part C	Parent support is offered through migrant services such as translation and food assistance programs. Academic assistance through credit accrual/recovery, tutoring, and summer school. Parental support through parent/kid activity nights and workshops on school success.
7	Title III	Additional support and resources provided by the school will be discussed with parents during LEP committee meeting. The District ESOL Coordinator and Staff provide ongoing support and Professional Development to teachers to ensure instructional best practices are utilized. Teachers consistently progress monitor the ELL students to identify specific needs, target interventions/enrichments to ensure the appropriate pathway toward graduation.

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	Establish Open House/Title I Annual Meeting date and activities	Principal and SAC	August 9, 2016	Date set reflected on school calendar
2	Prepare agenda for Open House/Title I Annual Meeting	Principal	August 2016	Agenda
3	Gather information from Title I, Single Gender, PTA, such as brochures for parents to select	Principal, SAC	August 2016	Information prepared for distribution
4	Train teachers for Open House/Title I Annual Meeting plans/goals and procedures	Principal and Assistant Principal	September 2016	Faculty meeting minutes and comments
5	Advertise Open House/Title I Annual Meeting	Principal, Teachers	August - September 2016	Number of attendees, survey, newsletter, flyer, website, connect 5 message
6	Hold Annual Title I Meeting	Principal	August 18, 2016 & Sept. 15, 2016	Agenda, supporting documents

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: Woodward Avenue Elementary will schedule meetings at various times during the day or evening to better accommodate parents. Teachers will hold conferences with parents of children in their classrooms as needed. Woodward Avenue Elementary will also host a variety of academic trainings and events where the entire family will be welcomed such as but not limited to: Reading Night, Science Night, and Math and Technology Night. There will also be a Snow Day in which families are invited to attend.

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
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1	Classroom Websites for parents	Select Teachers	This will help build rapport between families and their child's teacher improving academic success.	On-going	Parent Feedback
2	Meet the Teacher - Introductions of students and families to the faculty and staff.	Administration, Faculty, and Staff	This will help build rapport between the families and school personnel improving academic success .	August	Sign-in Sheets; Climate Surveys

3	Open House - Introduce the families to school and classroom policies and provide time for faculty and staff to share goals for the year.	Administration, Faculty, and Staff	This will help build rapport between the families and school personnel improving academic success .	September	Sign-in Sheets; Climate Surveys; Agenda
4	Boo-Hoo Breakfast - This is a breakfast for parents of kindergarten students. It is an opportunity for parents to network with each other.	Administration, staff	This is an opportunity for parents to network with each other. It is also an opportunity to recruit members for PTA and SAC. These activities all contribute to improved academic success.	August	Sign-in Sheets; Climate Survey, PTA and SAC Minutes
5	Parents to Kids Workshops	Academic Coach	These workshops assist families with literacy and . improving academic success.	January	Sign-in Sheets; Parent Feedback/Surveys
6	Family Nights (Science, Math, and Reading)- These provide an opportunity for families to be involved in activities that will enhance their child's learning.	Administration, Faculty and Staff	The activities provide opportunities for the parents to get involved with curriculum and improving academic success.	On-going	Sign-in Sheets; Parent Feedback/Surveys
7	SAC Training	SAC Chair	This activity will increase parent knowledge of academic expectations and foster parent/school partnerships improving academic success .	Fall	Sign-in sheet,

8	Parents and Lunch	Administration, Faculty, and Staff	This will help build rapport between the families and school personnel and provide time for families to interact with their child during the school day improving academic success.	On-going	Sign in Sheets; Parent Feedback
9	Kindergarten Orientation	Administration, Faculty, and Staff	This will help build rapport between the families and school personnel .	End of School Year	Sign-in Sheets; Parent Feedback
10	Family Movie Night on the Lawn	Administration, Faculty, and Staff	This activity will help build rapport and support family time spent together improving academic success.	Fall	Sign-in Sheets; Parent Feedback
11	Snow Day at the Wood	Administration, Faculty, and PTA	This activity will help build rapport not only between the child and their family and the school but, will also help build rapport between	Winter	Sign-in Sheets; Parent Feedback
			families and improve academic success.		
12	Portfolio Reviews	Select Faculty	This activity will help families understand their child's growth throughout the year and improve academic success.	End of School Year	Sign-in Sheets; Parent Feedback
13	Manipulative Baggies	School Leadership Team	This activity will help build rapport not only between the child and their family and the school but, will also help build rapport between families and improve academic success.	SeptemberOctober	Parent Conference minutes

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
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1	Volunteer Training - Faculty, Staff, and SAC will be trained on working with parents and volunteers.	Volunteer Coordinator	Using volunteers to enhance learning will have a positive impact on student achievement.	August	Sign-in Sheet, Agenda
2	Family Friendly Schools	Volunteer Coordinator	Information on how to build rapport with families will positively impact student achievement.	Fall	Sign-in Sheet, Agenda
3	Business Partner Training	Administration	Teachers will gain knowledge in how to build ties between parents and schools using business partners to positively impact student achievement.	August	Sign-In Sheet, Agenda

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: Woodward utilizes our School Leadership Team and Volunteer Coordinator to enhance our parental involvement. We house an extensive library with books and DVD's to encourage parental involvement within the school and activities, skills, and strategies families can implement at home. Parent participation is promoted at all events held at Woodward and throughout the school year. We collect food, shoes, clothes and school supplies to have on hand for families in need.

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 be given timely information about Title I Programs through the use of weekly connect 5 messages, flyers, school website, marquee, parent/teacher conferences, planners, interim reports and report cards. Information is disseminated weekly, monthly, or as needed. Woodward Elementary will monitor the effectiveness of communication through climate surveys and parent feedback. The Parent Involvement Plan will be posted on the school website and copies are available in the family center and through the front office.

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: Woodward Avenue Elementary provides access to all parents wishing to take part in school activities. We provide information in both English and Spanish and have translators on site. Woodward is a handicapped accessible facility. Information is provided through the website, and weekly connect 5 messages. The PIP and the Compact are made available to parents through the website, Volunteer Office, Front Office, and SAC meetings.

Discretionary Activities

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

count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and	Parents to Kids - Provides literacy training to parents to help their children learn to read.	Academic Coach	Increase reading scores	Fall
2	Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home	Provide a variety of meeting times to allow flexibility for parental meetings and activities.	Administration; Teachers	Increase all academic areas and parent participation	Ongoing
	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)];				
3	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Family Resources - allows parents and families to use the resources as tools to help increase reading, writing, math, science, social studies, study habits, and behaviors.	Administration, Volunteer Coordinator	Increase all academic areas and parent participation	Year Long

4	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Volunteer and Business Partner Training - this training allows for all involved to know and understand the rules and procedures when working with volunteers and business partners.	Administration	Increase all academic areas and parent participation	Fall
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Upload Evidence of Input from Parents

Upload evidence of parent input in the development of the plan. [Uploaded Document](#)

Upload Parent-School Compact

Note: As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

Upload an electronic version of the Parent-School Compact. [Uploaded Document](#)

Upload Evidence of Parent Involvement in Development of Parent-School Compact

Note: As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

Upload evidence of parent input in the development of the compact. [Uploaded Document](#)

Evaluation of the previous year's Parental Involvement Plan

Building Capacity Summary

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

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Title 1 Area Meeting	2	197	Provide Title 1 funding information, to provide parents with theresources available in our school

2	Meet the Teacher	1	352	help build rapport between families and school staff.
3	Open House	1	466	Help build rapport between families and teachers.
4	Boo Hoo Breakfast	1	28	Opportunity for parents of new kindergarten children to net work and learn about the school.
5	Family Nights Literacy Night, Technology Night, Science Night	3	813	Provide curriculum information to parents.

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	Volunteer Training with faculty, staff, and SAC.	4	138	Using volunteers to enhance learning will have a positive impact on student achievement.
2	Family Friendly Schools	2	87	Information on how to build rapport with families.
3	Business Partner Training	3	64	Teachers and staff will gain knowledge in how to build ties between parents and schools using business partners.

Barriers

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background) [Section 1118(a)(E)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Parent work schedule	provide meetings and activities at a variety of times to allow for more participation
2	Transportation	provide opportunities to meet with parents at dropoff or pickup when they are already on campus

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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