

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

I, Marcus Dooley, 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:** McRae Elementary School, recognizing parents as full partners in children's education, will promote meaningful and consistent communication between the school and home, encourage active parental participation in all programs, activities, and decisions involved in the educational success of their child.

## 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:** Planning, review, and improvement of Title I programs will grow and evolve from responses and comments on the annual Parent Climate Survey, recommendations submitted by the MRE School Advisory Council, and parent suggestions throughout the year gathered from feedback forms completed at parent involvement activities.

Parents who participate in the District Title I Parent Advisory Committee return from the quarterly meeting with a wealth of suggestions and ideas from other Title I schools.

## 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 1 District Parent Advisory Committee	District Title 1 Supervisor / MRE Title 1 Lead Teacher
2	ESE PreKindergarten Program	Administration / PreK Teachers
3	Family Literacy Night	MRE Title 1 department
4	Title II	MRE will provide continual technology resources throughout the 2016-2017 school year

## 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	Develop Agenda, handouts, PowerPoint presentation materials	Principal, Asst. Principal, Title 1 Lead Teacher	August 2016	Agenda / Handouts
2	Disseminate Invitation	Administration & Teachers	August 2016	MRE Enrollment List
3	Advertise/Publicize Event	Administration	June, July & August 2016	Newspaper, EduLink, Website, student backpack, Marquee
4	Develop Sign-In Sheets	Title 1 Lead Teacher	August 15, 2016	Sign-In Sheets
5	Maintain Documentation	Title 1 Lead Teacher	August 15, 2016	Annual Meeting Materials



## 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:** Parent Surveys have shown that preferences for meeting days and times run the gamut with equal distribution across the board. MRE will be very flexible in scheduling events in an effort to accommodate as many parents as possible. Prior attendance numbers and information from parent feedback forms at activities have given some guidelines as to the most suitable days and times. Transportation will be provided to those in need based on the District guidelines for such. Home visits will be considered when necessary and will involve the social/health workers that are assigned to our school.

## 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	Reading Literacy Night	Title I Lead Teacher/Curriculum Coach	Reading	October 2016	Handouts / Sign-In Sheet / feedback form
2	Walk Your Child To School Day	MRE PE Teacher	Wellness	October 2016	Sign-in sheets / Feedback Forms
3	Jump Rope for Heart	Physical Education Teacher	Wellness	October 2016	Sign- In Sheet / Handouts
4	Book Fair Family Activities	Media Specialist	Reading	Fall 2016/Spring 2017	Sign-In Sheet sheets / feedback forms
5	Mavericks 101 parent involvement / volunteer meeting	Title 1 Lead Teacher	All Areas	September 2016 / May 2017	Sign-in Sheets / feedback forms
6	End of Year Awards Banquet	MRE Faculty	All areas	May 2017	Sign-in sheets / Feedback forms
7	K-Kids program	Kiwanis / MRE faculty	All Areas	September 2016 - May 2017	Attendance numbers
8	Starry Night	MRE Faculty	Science/Math	Spring 2017	Sign-in sheets/Feedback Forms

## 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	Google Training for the Classroom	Kimberly Harrison	increase effectiveness of technology in daily instruction	once per nine weeks	Increase in student performance data
2	Professional Learning Communities	Vicki Chappell	all areas	weekly 2016-2017 school year	Increase in student performance data
3	iReady training	Debbie Taylor	Reading and Math	September 2016	Increase in student performance data

## 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:** McRae will maintain a Parent Resource Room located in the Media Center for all parent use.

Volunteer Orientation will provide parents with training at beginning of school year on how they can enhance our educational program, as well other programs and services provided at McRae.

EduLink, monthly principals newsletters, school website, weekly use of Tuesday parent communicator folders, Clay County parent portal and school Facebook account will be used to inform parents of all activities that are occurring on our campus.

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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:** Timely information about parent involvement activities will be published in the monthly school calendar, the monthly Principal's Message, notices in the student's Tuesday Folder, our area's local newspaper, the MRE website (including Title I links), InTouch Web Portal, automated phone calls home, and the school marquee as well as via social media through Facebook. A tentative Timeline of Events projected for the year may also be found on MRE's website under the Parent Involvement Plan.

Description of the curriculum and the expected level of proficiency are addressed at the beginning of the academic year by each grade level through grade specific pamphlets and/or grade level meetings with parents. Parents are advised of the various academic assessments used to measure student progress—both school and state—as well as the available resources provided by the state to help students meet the Sunshine State Standards and Common Core State Standards of the various content areas and grade levels. The state mandated requirements for pupil progression at Grade 3 and 6 are relayed specifically to the parents of those grade level students.

The School Advisory Council for McRae Elementary seats parents as more than half of its members. These parent members bring suggestions from our parent community to the table and make decisions in the name of the parents they represent. SAC meetings are open to the public. Decisions of major proportion would be put to the parents via open forum and vote. If the schoolwide plan under section 1114 (b)(2) is not satisfactory to the parents of participating children, McRae Elementary School will submit the parents' comments on the plan and relay said comments to the local education agency (Section 1118(c)(5)).



## 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:** When advised on any need, McRae Elementary School will take every reasonable step to provide the parents of any student with information that will enhance their child's education.

Registration papers and initial parent contact identify the need of the family and/or student. Because of our school size, all school personnel know any MRE family with limited English proficiency. Faculty members fluent in Spanish are available to assist with parent conferences and/or information translation. Translation software and interpreters in other languages will be made available 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:

count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)]; and	SAC Survey	Title I Lead Teacher	Increasing the level of involvement of parents to become active in the decisions made at the school	May 2017
2	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and	Family Literacy Night	Title I Lead Teacher / Reading Coach	Parents will be provided training on how to increase awareness of academic achievement related to both reading and math literacy.	October 2016
3	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Volunteer Orientation / Training	Title I Lead Teacher	Parents will be provided training and information on how to increase their knowledge of topics and available services provided at McRae related to student achievement and parental involvement	September 2016
4	Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)];	Flexible Parent Activity Calendar	Title I Lead Teacher	Parents will be provided training on how to increase awareness of academic achievement related to both reading and math literacy as well as information on how to increase their knowledge of topics and available services provided at McRae related to student achievement and parental involvement	September 2016 - May 2017

## 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](#)

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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	Literacy Night	1	215	Reading/Literacy
2	Stargazing Night	1	48	Science and Math
3	Fall into a Good Book	1	11	Literacy
4	Books and Breakfast	1	41	Literacy
5	Book Fair family activities	3	550	Literacy
6	McRae Volunteer orientaion and follow up meeting	2	18	All areas
7	Walk Your Child to School	1	325	Wellness
8	STEAM Night	1	172	Science and Math
9	Art Morning	1	111	Literacy, Math, Art
10	End of Year Banquet	1	399	Yearlong review of standards and student performance data

### **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	Early KG registration	1	4	readiness skills
2	Staff Volunteer training	1	55	all content areas

### **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	Remoteness of our location	Schedule Events Morning, During School Hours, Evenings

### **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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