

ERNEST R. GRAHAM ELEM. SCHOOL Title I, Part A Parental Involvement Plan

I, Mayra Alfaro, 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: Ernest R Graham K-8 Academy feels that parents are an integral part of our school family. During the Title I Parent Meeting at the beginning of each year, parents are asked to complete surveys that give us valuable information on how we can increase parent involvement. Data related to Parent Academy interests, volunteering, school activities, EESAC and PTA facilitates the school meeting parent needs and interests. In addition parents (non-employee) make up more than 50% of the school EESAC committee. Participation in this important committee gives parents opportunities to have input on the development and implementation of all Title I programs, including how funds will be spent. The Community Involvement Specialist and volunteers, also greet parents

every morning in front of the school and invite parents to events, meetings, and to utilize the Parent Resource Center.

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:

Ernest R Graham K-8 Academy feels that parents are an integral part of our school family. During the Title I Parent Meeting at the beginning of each year, parents are asked to complete surveys that give us valuable information on how we can increase parent involvement. Data related to Parent Academy interests, volunteering, school activities, EESAC and PTA facilitates the school meeting parent needs and interests. In addition parents (non-employee) make up more than 50% of the school EESAC committee. Participation in this important committee gives parents opportunities to have input on the development and implementation of all Title I programs, including how funds will be spent. The Community Involvement Specialist and volunteers, also greet parents every morning in front of the school and invite parents to events, meetings, and to utilize the Parent Resource Center.

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	VPK	The Title I office and VPK office work together to coordinate transition programs for students entering the regular public school program. School level activities include visits to kindergarten classes by pre-school students and parent orientation meetings.
2	IDEA	IEP meetings are conducted before transition to kindergarten for appropriate placement that best meets the needs of pre-K ESE students.
3	Parent Academy	The school will conduct monthly parent workshops on topics requested by parents such as Parent Portal, Helping With Homework, Parenting Skill, Curriculum Supports and Testing Information.
4	PTA	Organize and support PTA activities school-wide.

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	Create Flyer for parents in English and Spanish	Assistant Principal	September 2016	Copy of flyer

2	Advertise event on school marquee	Assistant Principal	September 2016	Usage of marquee
3	Develop agenda to address required components	Assistant Principal	September 2016	Copy of agenda
4	Develop sign in sheets	CIS	September 2016	Copies of sign in sheets
5	Develop parent surveys	CIS	September 2016	Samples of completed parent surveys
6	Parent Resource Center	CIS	Ongoing	Copy of log

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 faculty and staff of Ernest R Graham K-8 Academy strongly believe in the benefits of parent involvement. Therefore, the leadership team has taken steps to ensure that meetings, parent academies, and schoolwide activities take place on a varied time schedule. Parent workshops are scheduled in the mornings, during the day, and sometimes in the evening. The Parent Resource Center is open and available for parents throughout the school day and during evening events. The Community Involvement Specialist (CIS) is available to assist parents during the school day and also make home visits at various times. The CIS also attends DAC Meetings together with parents in the evenings as scheduled. Sign-in sheets are maintained from all events to record participation. Adjustments can be made as necessary based on parent participation.

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	Title I DACPAC General Meetings	Title I District Staff	Provides training, information and support services that strengthen the relations between parents and the school that improve academic achievement.	Quarterly throughout the school year.	Increased achievement in standardized test scores.
2	Parent Academy Workshops offered at the school site	CIS/Reading Coaches	Provides parents with valuable information regarding technology, science, homework skills and how they can help their children at home.	Throughout the school year	Increased student achievement
3	Title I Annual Meeting	Administration	Parents are educated on the Title I programs, No Child Left Behind Act, general curriculum	September 2016	Increased student achievement

			information, volunteer opportunities, PTA and a variety of school information.		
4	Parent Resource Center	CIS	Provides resources for community agencies, tutorial services, child care and other services designed to assist families.	Throughout the school year	Increased student achievement
5	PTA	PTA board	Implements activities to promote parent involvement in school and sponsors enrichment activities for students and families.	Throughout the school year.	Increased student achievement
6	EESAC	EESAC Chair/Administration	Oversees the implementation of the School Improvement Plan which drives programs and monitoring of students.	Throughout the school year.	Increased student achievement
7	Reading Night Activities	Reading Leader	Models to parents how to enjoy reading with their children.	Once a year	Increased student achievement
8	Parent Conferences	Teachers	Work with parents so they can support children at home.	On-going	Increased student achievement

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	Title I Administration Annual Procedures Meeting for Principals	Title I Administration	Responsible to train the staff on implementation of the NCLB Act and on techniques to increase parental involvement that are linked to student achievement.	During the first few months of the fiscal year	as evidenced by increased achievement in standardized test scores
2	Title I Annual Open House	Principal	Responsible to provide information on the No Child Left Behind Act and also to increase academic achievement through parental involvement.	September 2016	as evidenced by increased achievement in standardized test scores
3	Opening of Schools Meeting for all staff members	Principal/Assistant Principals	Trains teachers on the implementation of the Title I Program and No Child Left Behind Act	August 2016	as evidenced by increased achievement in standardized test scores
4	Title I DAC Meetings	Community Involvement Specialists	Training for community involvement specialists on involving parents in their child's education.	Throughout the year	as evidenced by increased achievement in standardized test scores

5	EESAC Training	Office of School Improvement	Provides information on procedures for conducting EESAC that involves all stake holders, including parents.	October 2016	as evidenced by increased achievement in standardized test scores
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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: The school employs a Community Involvement Specialist. This valuable staff member provides one on one assistance for parents. She conducts home visits, provides parents referrals to community resources, attends monthly PAC meetings with parents, conducts parent trainings, greets parents in the morning, implements parent outreach for workshops and meetings, assists parents accessing on-line resources and offering a comprehensive Parent Resource Center within the school. The Parent Resource Center is full of valuable literature giving parents ideas on how to help their children. It houses materials for parents to check out and use at home with their child. There is also technology for parents who do not have computers at home. The Community Involvement Specialist assists parents to utilize these valuable resources.

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: At the annual meeting of parents in September, Ernest R Graham K-8 Academy holds a general meeting where information is presented about the Title I program, the curriculum, and academic assessments. Parents learn about the schoolwide program, how to schedule parent conferences, and opportunities for participation in decisions related to the education of their child. Parents are shown where they can access the Parent Handbook on-line which includes more detailed information. Upon conclusion of the general meeting, parents are invited to visit their child's classroom and meet staff. During the classroom visits, teachers provide additional information on the subjects they teach, assessments, and how parents can help at home. All meetings are conducted in English and Spanish. Teachers maintain sign-in sheets for documentation of this event.

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: Ernest R Graham K-8 Academy believes that effective communication is the foundation of effective parental involvement. It is for that reason that all written communication is provided in both English and Spanish. Monthly parent newsletters, announcements, flyers, parent compacts/policies, lunch forms, and invitations are all translated and sent to parents in both languages. In addition, Connect-Ed messages via phone are all done in English and Spanish. Parent conferences are also scheduled with a translator if the teacher is monolingual and requires that assistance. Parent workshops are done in both English and Spanish for parents who do not speak the language.

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	Parents were asked to participate in the parent survey at the annual parent meeting.	Principal/CIS	Parent input will increase parent involvement thus increasing student achievement.	September 2016
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	Parent Academies are conducted throughout the school year to educate parents on how to help their children at home.	Resource Teachers	Informed parents will lead to increased student achievement.	On-going throughout the school year
3	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	The CIS and several parents attend regular PAC meetings.	District Title I staff	Involved parents will lead to increased student achievement.	On-going throughout the school year
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)];	Maximize parental involvement and participation in their children's education by arranging school meetings and activities at a variety of times.	Vary the times of scheduled events and meetings to provide opportunities for families to attend.	Increased parental involvement will lead to increased student achievement.	On-going throughout the school year.

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	Reading Activities-PJ Story Night	1	122	Students will receive additional support enhancing the learning environment.
2	EESAC	6	88	Provides training, information and support services that strengthen the relations between parents and the school that improve academic achievement.
3	PTA	19	1750	Provides parents with valuable information regarding technology, science, homework skills and how they can help their children at home.
4	Parent Resource Center	1	90	Parents are educated on the Title I programs, No Child Left Behind Act, general curriculum information, volunteer oppportunities, PTA and a variety of school information.
5	Title I Annual Meeting	1	938	Provides resources for community agencies, tutorial services, chid care and other services designed to assist families.
6	Parent Academy Workshops offered at the school site	5	75	Implements activities to promote parent involvement in school and sponsors enrichment activities for students and families.
7	Title I DACPAC General Meetings	2	1	Oversees the implementation of the School Improvement Plan which drives programs and monitoring of students.
8	Parent Conferences	995	995	Models to parents how to enjoy reading with their children

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	Title I Administration Annual Procedures Meeting for Principals	1	1	Responsible to train the staff on implementation of the NCLB Act and on techniques to increase parental involvement that are linked to student achievement.
2	Title I Annual Open House	1	97	Responsible to provide information on the No Child Left Behind Act and also to increase acedemic achievement through parental involvement.
3	Opening of Schools Meeting for all staff members	1	100	Trains teachers on the implementation of the Title I Program and No Child Left Behind Act

4	Title I DAC Meetings	1	2	Training for community involvement specialists on involving parents in their child's education.
5	EESAC Training	1	2	Provides information on procedures for conducting EESAC that involves all stakeholders, including 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
1	Parents not receiving school news letter	Increased advertisement on school marquee and school website to increase participation in parental involvement activities.
2	Time and job pressure	Provide coverage for teachers to meet with parents at various times if parent is only available during the day.
3	Other children at home in need of parental care	Provide assistance with child care during parent workshops.

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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