**ARCHCREEK ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan**

I, Dr. Marie Bazile , do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

**Assurances**

* The school will be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;
* Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(b)(1) and (c)(3)];
* Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118 (b)(1)];
* Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide program plan under section 1114(b)(2) [Section 1118(c)(3)];
* Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school’s parental involvement policy [Section 1118(a)(E)];
* If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
* Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
* Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and
* Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section (h)(6)(A)].

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| **Signature of Principal or Designee** | Date Signed |

**Mission Statement**

Parental Involvement Mission Statement (Optional)

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| **Response:** To involve parents in the planning and implementation of the Title I Program and to provide a comprehensive information source for available programs and referral services; and ensure all learners will become literate, proactive, and responsible members of the community. |

**Involvement of Parents**

Describe how the school will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

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| **Response:** The principal convened an annual orientation meeting, which was held on September 14, 2016 to inform parents of the school's participation in the Title I Program. The school will build capacity for parent involvement by offering a flexible number of meetings and workshops, based on parent survey interest, as delineated on the annual parent workshop calendar. Monthly reminders advertising workshops will be sent to parents via flyers, Connect-Ed messages and posting on school marquee. The school will involve parents in the planning, review and improvement of the School Parental Involvement Policy through EESAC monthly meetings, monthly parent workshops and PTA meetings. |

**Coordination and Integration**

Describe how the school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1118(e)(4)].

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| **count** | **Program** | **Coordination** |
| 1 | Parent Monthly Meeting | .Supervised by the Principal, Assistant Principal and the CIS, supports the engagement and involvement of parents with a variety of meaningful parental experiences. |
| 2 | Professional Development | Supervised by the Principal and Assistant Principal, provides professional development sessions for parents focusing on truancy prevention, school improvement, and student achievement. |

**Annual Parent Meeting**

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents of participating children about the school’s Title I program, the nature of the Title I program (schoolwide or targeted assistance), Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity [Section 1118(c)(1)].

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Title I meeting at opening of school | Principal | September 14, 2016 | Sign-in sheets, compact and log |
| 2 | Parent Resource Fair | Community Involvement Specialist | September 14, 2016 | Sign in sheets, agenda |
| 3 | Monthly Meetings | CIS | Ongoing | Sign-in sheets |
| 4 | Home Visits | CIS | Ongoing | Home Visit Record |

**Flexible Parent Meetings**

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to parental involvement [Section 1118(c)(2)].

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| **Response:** Arch Creek Elementary puts a great emphasis on parental involvement. Parents who cannot participate in the scheduled morning meetings. M-DCPS Title I PIP is provided for schools, in English, Spanish and Haitian Creole. Arch Creek Elementary holds a science night and a cultural event where parents are invited to observe the projects completed by their child. |

**Building Capacity**

Describe how the school will implement activities that will build the capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement [Section 1118(e)]. Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child’s academic achievement [Section 1118(e)(2)].Include information on how the school will provide other reasonable support for parental involvement activities under Section 1118 as parents may request [Section 1118(e)(14)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | The Title I Administration Parent Invovelment Monthly School Report and Title I Parent Involvement Monthly Activities Report are used to cooridinate and plan the year's parent invovement activities, and identify barriers to for greater partipation | CIS | Provides training, information, and suppport services that strengthen the relations between parents and the school in meaningful ways that improve academic achievement. | Monthly | CIS Log |
| 2 | The school's Parent Survey Compilation of Results is analyzed and used to amend the Title I Program and the Title I PIP at the school site | CIS | Provides training, information, and suppport services that strengthen the relations between parents and the school in meaningful ways that improve academic achievement. | Annually | Sign in sheets increase particpation |
| 3 | Miami-Dade County Public Schools EESAC Training | EESAC Chair | The District makes training available to assist schools in effectively managing their council (EESAC) so that parents are fully involved in the developement and review of the SIP that links to improving academic achievement. | Annually | Parent particpation in EESAC |
| 4 | Miami-Dade "Parent Portal" | CIS | Allows registered parents or guardians to monitor their child's attendance and academic performance. | On-Going | More parents logging in to Parent Portal for information. |
| 5 | Title I Annual Meeting conducted at the school level | Principal | It is to understand and impement the No Child Left Behind Act and also to increase academic achievement through Parent Involvement | Annually | Sign-in Sheets |
| 6 | Parent Academy | CIS | It faciltates parent-to parents trainings | On-Going | Increase in Parent Academy Workshops held at the school |

**Staff Training**

Describe the professional development activities the school will provide to educate the teachers, pupil services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1118(e)(3)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Title I Adminstration Technical Assistance and Support | Principal/CIS | It assist with planning, monitoring, and implementation of effective parental involvement activities that are linked to improving academic achievement. | Quarterly | Sign-in Sheets |
| 2 | Title I Adminstration Monthly Meetings | CIS | It assist with planning and implementation of effective parental involvement activites that are linked to improving academic achievement. | Monthly | Sign-in Sheets Attendance |
| 3 | Title I Adminstration Annual Procedures Meeting for Principals | Principal | It is to train the staff on the implementation of the NCLB Act and on techniques to increase parental envolvement that are linked to improving academic achievemt. | Annually | Sign-in Sheets |
| 4 | Title I Annual Meting conducted at the site level | Principal/CIS | It is to understand and implement the NCLB and also to increase academic achievement through parent involvement. | Annually | Sign-in Sheets |

**Other Activities**

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more fully participating in the education of their children [Section 1118 (e)(4)].

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| **Response:** Parent Teacher Association Meetings and field trips. |

**Communication**

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]:

* Timely information about the Title I programs [Section 1118(c)(4)(A)];
* Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet [Section 1118(c)(4)(B)];
* If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children[Section 1118(c)(4)(C)]; and
* If the schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will include submit the parents’ comments with the plan that will be made available to the local education agency [Section 1118(c)(5)].

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| **Response:** Informational letters, monthly parent calendars, flyers and Connect-Ed messages, addressing information regarding Title I and its programs are communicated to parents in a timely manner in English, Haitian-Creole and Spanish. Attendance procedures are also followed and parent contact is made to address student absences and tardies.    Parents and children in grades K-5 will receive reports and updates of their children's progress on state and district assessments.    Parents of children who are performing below grade level are advised of their child's progress through performance monitoring plan meetings. |

**Accessibility**

Describe how the school will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1118(e)(5) and 1118(f)].

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| **Response:** Information disseminated to parents is provided in English, Haitian-Creole and Spanish via CIS and staff contact, informational letters, monthly parent calendars, flyers and Connect-Ed messages. All parents are given equal access to all services and resources. In addition, parents are given the opportunity to have a translator in all meetings. Parents who cannot come to the school because of transportation issues, the CIS goes to the home. Parents are encouraged to walk in whenever they have questions or concerns about their child's education. |

**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:

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| **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 | School Improvement Plan planning and monitoring | EESAC Chair | Increasing parental capacity | Throughout the school year |
| 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 | Monthly Parent Workshops | CIS and Staff | Increasing student achievement | Throughout the school year |

**Upload Evidence of Input from Parents**

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

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| [Uploaded Document](file:///C:\Users\208871\Downloads\fileUploads\130341_2016-2017_uploadEvidenceParentInput.doc) |

**Upload Parent-School Compact**

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

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| [Uploaded Document](file:///C:\Users\208871\Downloads\fileUploads\130341_2016-2017_uploadCompact.doc) |

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

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

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| [Uploaded Document](file:///C:\Users\208871\Downloads\fileUploads\130341_2016-2017_uploadCompactEvidence.pdf) |

**Evaluation of the previous year's Parental Involvement Plan**

**Building Capacity Summary**

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

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Parent Academy | 6 | 82 | It faciltates parent-to parent trainings |
| 2 | Miami-Dade County Public Schools EESAC Training | 8 | 83 | The District makes training available to assist schools in effectively managing their council (EESAC) so that parents are fully involved in the developement and review of the SIP that links to improving academic achievement. |
| 3 | The school's Parent Survey Compliation of Results is analyzed and used to amend the Title I Program | 1 | 144 | Provides training, information, and suppport services that strengthen the relations between parents and the school in meaningful ways that improve academic achievement. |
| 4 | The Title I Administration Parent Invovelment Monthly School Report and Title I Parent Involvement M | 1 | 211 | Provides training, information, and suppport services that strengthen the relations between parents and the school in meaningful ways that improve academic achievement. |

**Staff Training Summary**

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

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Professional Learning Community | 1 | 14 | The use of data to group students based on assessment results. |
| 2 | Deliberate Practice Growth Target | 1 | 24 | Explicit focus to improve student deficiency and teacher professional growth. |
| 3 | Analyzing i-Ready Data | 1 | 13 | Student data is analyzed by teachers to determine areas where students are deficient and provide reteaching or tutoring and drive instruction. |
| 4 | Unpacking the Standards -Reading & Math | 1 | 16 | To provide students with strategies for problem-solving and process skills in math and in reading to dissect the reading standards to improve growth, development and achievement. |

**Barriers**

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

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Parents have low attendance for workshops that are held in the morning. | The school will offer parent workshops for both morning and evening workshops to accommodate their schedules. |
| 2 | Parents are sometimes unaware of their child's academic progress. | The school will send Connect-Ed telephone messages and monthly Parent Calendars to notify parents when progress reports and report cards are sent home. |

**Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the previous schoool year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

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| **count** | **Content/Purpose** | **Description of the Activity** |