

BARBARA HAWKINS ELEM. SCHOOL Title I, Part A Parental Involvement Plan

I, Rhonda Y. Williams, 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 school-wide 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 create a safe and respectful learning environment that values and affirms the worth of each individual.

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: Beginning with the opening of the 2016-2017 school year, Barbara Hawkins Elementary will begin planning for parental involvement, by inviting parents to their annual Meet and Greet on Friday, August 19, 2016 before classes begin. At the "Meet and Greet" parents are introduced to the Leadership Team, Teachers as well as the PTA President. Weeks later, at the 2016-2017 Title One Parent Meeting parents will be informed that Barbara Hawkins Elementary is a Title One school. Parents were informed about the policies and benefits of being a Title One school and encouraging parents to continue their involvement and their child's education.

At the monthly Coffee Talks organized by our Community Involvement Specialist, parents are provided at the end of each agenda the forum to openly discuss needs and suggestions on how to improve the student performance and parent participation. At the first meeting in October, it was suggested that the Resource Room be provided with an additional computer station where parents would be able to access resources.

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 One	Services are provided to ensure students requiring additional remediation are assisted through extended learning opportunities (after-school program). The district coordinates with Title II and Title III in ensuring staff development needs are provided. Support services are provided to students. The Reading Coach will develop, lead, and evaluate school core content standards/ programs; identify and analyze existing literature on scientifically based curriculum.
2	Title II	The District uses supplemental funds for improving basic education as follows: • training to certify qualified mentors for the New Teacher (MINT) Program • training for add-on endorsement programs, such as Reading, Gifted, ESOL training and substitute release time for Professional Development Liaisons (PDL) at each school focusing on Professional Learning Community (PLC) development and facilitation, as well as Lesson Study Group implementation and protocols. At Barbara Hawkins Elementary, we allow beginning teachers to observe our MINT mentor teachers who demonstrate best practices and have continuously demonstrated growth. The mentor teacher will then observe beginning teacher deliver instructional lessons and assist the teacher in monitoring student progress and modifying instruction. Mentor and Mentee will meet bi-weekly and inform administration of any additional support that may be needed.
3	Title X	The Homeless Assistance Program seeks to ensure a successful educational experience for homeless children by collaborating with parents, schools, and the community. Project Upstart, Homeless Children & Youth Program assists schools with the identification, enrollment, attendance, and transportation of homeless students. When parents or guardians register new students, registrar meets with families to inquire of any needs family may have.
4	Head Start	Head Start programs are co-located in several Title I schools and/or communities. Joint activities, including professional development and transition processes are shared. Through affiliating agreements, the Summer VPK program is provided at Head Start sites.

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	Post cards were sent home about the meeting.	Principal	August 19, 2016	Post card

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: Barbara Hawkins Elementary will be offering meetings for working parents in the morning and afternoon. These Coffee Talks will provide parents with updated information about things going on at the school as well as provide small group sessions that will allow parents to communicate with administration.

Barbara Hawkins Elementary will also provide evening meetings for parents. The majority of these meetings will provide parents with additional tips on how they can help their students increase their achievement.

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	Meet and Greet	Principal	Communication of school goals and Expectation with Parents	08/19/2016	Sign In Sheets
2	Open House	Assistant Principal	Introduction of Florida Standards, School Expectations	09/14/2016	Sign in Sheets
3	CoffeeTalk	CIS	Introduction of new CIS and Parent Portal Workshop	12/13/16	Sign in Sheets
4	Coffee Talk	CIS/STEM	How to Help Your Child on Their	01/17/2016	Sign in

		Coach	Science Fair Project and Student Academic Showcase		Sheets/Power Point
5	Family Reading Day	Reading Coach	Bagels for Books/American Education Week	02/21/2016	Sign in Sheets
6	Coffee Talk	CIS	Summer Resources	05/16/2016	Sign in sheets

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	Infusing STEM into the Curriculum	Assistant Principal/Science Teacher	Training will involve Science, Technology, Engineering and Math into the curriculum	08/19/216-04/2017	Sign-in Sheet/Agenda
2	Close Reading	Reading Coaches from Cluster 2	Focus is on Close Reading	11/08/2016-11/08/2016	Sign-in Sheet / Agenda / Lesson Plans

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: Barbara Hawkins Elementary will use flyers, Connect-Ed and school marquis to inform parents of Title One Programs. At Open House parents were reminded of the new Florida Standards.

Barbara Hawkins Elementary has always been a welcoming environment where parents have always been encouraged to just come into the school to meet with teachers. This year, we have informed parents that they must check into the office and request conferences with the teachers. Some parents took offense that they weren't allowed to visit their child's room at any point, but once they were explained that we did not want to interrupt the instructional day, most understood.

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: Barbara Hawkins Elementary will use flyers, Connect-Ed and school marquis to inform parents of Title One Programs.

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: Parent workshops, conference and required meetings, such as LEP, SST, IEP, EP and ARC meetings will be scheduled in accordance with the parent's availability. Workshops will be offered in the morning as well as evenings to accomodate work schedules. Open House, Meet and Greet, Science Fair, Coffee Talk, PTA Meetings, EESAC Meetings and city sponsored events will be held throughout the school year to promote parent involvement.

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

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	Coffee Talk	2	11	Parents participated and were provided information on testing and projects .
2	Meet and Greet	1	51	Communication of Standards and Expectations of Parents
3	Open House	1	74	Parents are invited to meet with teachers.
4	Family Night Challenge	1	16	Parents challenged the students.
5	Dad Take Your Child To School	1	39	Provide dads with opportunity to work with their child on an assignment
6	Holiday Program	1	68	Provide parents with an activity to help promote students in various activities.
7	Come Sip Tea With Me	1	25	To bring in different agencies to help parents in need.
8	FSA Family Night	1	16	To provide information to parents of 3rd grade students about the new FSA testing

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	Faculty Meetings	5	25	This is where best practices was initiated by teachers on how they get parents involved in their child's education.

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	Steps the School will Take to Overcome
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	Specific Subgroup)	
1	Flexiable Timing	School will send out a survey listing several time frames for the workshop to best fit the parents' needs.
2	Translation to Spanish	A Bi-lingual staff member will be made available during all coffee talks to translate as needed.

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)

count	Content/Purpose	Description of the Activity
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