

OAK GROVE ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

☐ Include Review and Comments

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I, Joyce R. Jones , 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: Working as partners, Oak Grove Elementary School stakeholders are dedicated to challenging and motivating all students to reach the highest possible levels of academic, personal, technological, and career development. By providing a variety of teaching strategies and methods, and the latest advances in technology, Oak Grove students will become more productive, literate, and responsible citizens in our multicultural society.

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: Oak Grove Elementary School will utilize monthly newsletters, ConnectEd phone calls, information posted on the school's Marquee and flyers sent home to notify parents of their needed involvement in planning, reviewing and improving Title I programs with dates and times. We will make a conscious effort to eliminate barriers that keep parents from being involved in their child's education. This

may include providing transportation and child care to enable parents to participate, arranging meetings at a variety of times, and

being creative with parent/teacher conferences. In addition, we provide parents with an opportunity to comment on how funds for parental involvement will be used by adding them to all agendas and completing surveys. Opportunities will also be provided for parental input on the implementation of programs and activities that are supported by Title I Program and offered at our school. Conduct school improvement meetings in order for parents to be aware of and involved in the developing, implementing and evaluating the School Improvement Plan and the Parental Involvement Plan. More than 50 percent of the EESAC members are parent representatives. In addition all parents were afforded the opportunity to review the SIP and the PIP and offer their input prior to approval. For the PIP all parents were given surveys at the end of the school year seeking their input on activities, training, and materials they needed to help their child.

Oak Grove Elementary School shall explain to parents and the community the State's, District, and school standards, and

student assessments and how the school's curriculum is aligned with the assessments and how parents can work with the school to

improve their child's academic achievement through Math, Reading, Writing, and Science Parent Nights. The school will reach out to and provide opportunities for parents with limited English proficiency, parents of children with disabilities, and other parents of highly mobile student groups to be involved in the school and students' achievement.

Oak Grove Elementary School shall participate in an Annual Title I Parent meeting and shall notify parents of the School Improvement Status by written notice and at all Title I Meeting.

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	Monthly Newsletter	Newsletters will be sent home to the parents offering suggestions and tips on what to do to assist their children with academics.
2	Open House	Suggestions will be given by teachers to parents along with activities on how to assist their children during Open House.
3	Parent Resource Center	In an effort to build stronger healthier families our PRC provides parental support, parenting education, materials and books on parenting.
4	Reading Literacy Program	In an effort to bond families around reading and using the public library and provide information about the essential components of reading instruction to enable parents to support the instructional practices used by the teacher.
5	Technology	Provide training for parents in the use of the internet to enable them to access the Parent Portal to review their children's progress reports and report card and review information posted about the School Improvement Plan.
6	Head Start	Provide comprehensive health, education, parental involvement, nutritional, social, and other services as will enable the children to attain their full potential and attain school readiness.
7	Parent Compact	Develop a compact that outlines the responsibilities of the parent and the student, in raising student achievement levels to successfully meet state academic guidelines.

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	Provide prompt notice of Public meetings	Community Involvement Specialist	Week of, September 5, 2016	School Newsletter
2	Title I Annual Meeting Flyers(MultiLanguage)	Community Involvement Specialist	Week of September 5, 2016	Copies of Flyers
3	Develop an Agenda and Sign-In Sheets	Administration	Week of, September 5, 2016	Agenda
4	Title I Program Notification Letter in Multi-languages	Community Involvement Specialist	Week of September 5, 2016	Copies of Flyers
5	Annual Public Title I Meeting	Administration	September 14, 2016	Agenda/Sign-in Sheets
6	Open House	All Teachers	September 14, 2016	Sign-in Sheets and copies of hand-outs
7	EESAC Meeting	EESAC Chair	August 25, 2016	Sign-in Sheets
8	Announcement posted on Marquee	Custodian	Week of , September 5, 2016	Copy of Notice on file
9	Connect-Ed	Administration	Week of, September 5, 2016	Print out

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: Our Leadership team at Oak Grove Elementary School have a strong belief in the importance of parental involvement and therefore will offer a flexible number of additional parental involvement meetings, such as in the morning or evening in an effort to accommodate as many parents as possible. The dates and times and announcement of all meetings will be posted on the Marquee, in monthly newsletters, connect ed message, and flyers in multi-languages. Our school will conduct an Annual Title I Orientation for parents to inform them about the school's participation in the Title I Program and encourage parents to be involved with reviewing and revising of the School's Title I Plan. Title I Parent Notification letters will also be sent home via student bookbag and reviewed during Title I Annual Parent Meeting. Teachers will hold conferences individually with parents to discuss the Parent Compact and student progress. Parents will be given a summary of the students' test scores and an explanation of the interventions that teachers are using to assist the student in attaining their achievement goals. Parents will be encouraged to engage in discussion of how they can support these efforts and offered suggestions. Parents will also be offered special workshops each month to provide an explanation of statewide assessment, state's and district academic achievement standards and other accountability measures. We will also host several academic literacy trainings throughout the year to enable parents to assist their children at home with home learning assignments. Community Involvement Specialist will conduct home visit in an effort to notify parents who are unable to attend meetings or events. Oak Grove Elementary School will provide free child care for those students whose parents are attending meetings before and after school as deemed necessary. The Parent Resource Center is available throughout the school day for parents to pick up materials, receive support, and use computers. The Community Involvement Specialist is available before and after school to assist all parents with individual needs. A sign-in sheet will be maintained to record 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	Florida State Standards	Reading Leader	Parents will be provided with grade specific brochures outlining and identifying the FSS and strategies they can use to help their child at home. Information will also	September	Notices in newsletter, connect ed, flyers; the Principal will

			be posted on the District website at www.dadeschools.net		document date distributed
2	Individual Conferences regarding Technology and access to the Parent Portal	C.I.S.	C.I.S. will provide individual assistance to parents in how to log-in and access the Parent Portal	Initiate in September and continue on a needed basis	Sign-In sheets, handouts, agendas and presentation materials
3	Assessments discussed during individual parent/teacher conferences.	Classroom Teachers	Teachers will conduct individual conferences to discuss each child's assessment results, expectations, and goals for the school year. The Title I Parent Compact will also be reviewed and discussed.	August through May	Parent Conference Logs
4	Volunteer Breakfast	Assistant Principal	Provide support and assistance	December 2017	Parent Participation form
5	Writing Strategies (Writing Night)	Reading Leader	Provide writing strategies to parents to enable them to support the instructional practices used by the teacher	February 2017	Parent comment form and sign-in sheets
6	Science Strategies (Science Night)Next Generation Sunshine State Standards	Science Leader	Provide science hands on training and strategies to parents	January 2017	Parent comment form and sign-in sheets
7	Math Strategies (Math Night)-Florida State Standards	Math Teachers	Provide specific math grade level expectation strategies to help parents work effectively with their children at home	November 2016	Parent comment form and sign-in sheets
8	Reading Strategies-Florida State Standards	Reading Leader	Provide reading strategies to parents to enable them to support the instructional practices used by the teacher.	March 2017	Parent comment form and sign-in sheets
9	Title I	C.I.S	Discuss what Title I is and how the funds are used to improve student achievement	September 2016	Parent Sign-In Sheet
10	Learning Expectations	Classroom Teacher	Provide parents with information about expectations and how they	August 2016	Conference Log

can help their child improve
their academic achievement
levels during individual
conferences

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	Communicating and working with parents	C.I.S.	C.I.S. will use examples of best practices in an effort to improve the ability of staff to work effectively with parents	September 2016	Sign-In Sheets, handouts, and presentaion materials
2	A monthly calendar will be distributed to teachers that includes information on the value of parental involvement	C.I.S. Assistant Principal	Improve the ability of staff to work effectively with parents by providing examples of best practices for parental involvement •Increased diversity and use of communications with families, and awareness of own ability to communicate clearly.	Monthly throughout the year	Sign-in sheets, handouts, agendas, and presentation materials
3	Communication and working with parents	Teachers; C.I.S.	Improve the ability to work effectively with parents by providing examples of best practices for parental involvement	August	Agenda
4	Ideas for parental involvement: Distribute a monthly newsletter to teachers that include information and tips	Administration; Community Involvement Specialist	Improve the ability to work effectively with parents by providing examples of best practices for parental involvement	Monthly	Newsletter

	on how to involve all parents.				
5	Cultural Sensitivity	Social Science Leader/School Counselor	Provide information to staff on the various cultures represented in the school to increase awareness of the various cultures of the students enrolled.	Monthly	Morning Announcements/ E-mails

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: Oak Grove Elementary School will offer other activities such as parent resource center, which is supervised by our Community Involvement Specialist(C.I.S.)and volunteer parents. Our center provide parents with child development information, technical assistance, offers parental support, plan activities and provide materials to encourage and support parents in participating in the education of their children. Parents are welcome to check out materials and participate in activities that will teach them how to better assist their children at home. The Parent Academy is a Miami-Dade County Public School initiative that provides free skill building classes for parents, and free educational events and activities for families. Oak Grove Elementary School will host enrichment workshops provided by the Parent Academy monthly for parents developed around the five subject area standard: Arts & Culture, Health and Welfare, Help Your Child Learn, Parenting Skills, and Personal Growth. During the Annual Title I Meeting parents will provided information about Title I, No Child Left Behind (NCLB) Parent-School Compact and Parental Involvement Plan. Information about how to access a copy of the parent handbook, which includes more detailed information about school-wide programs, and how to schedule parent-teacher conferences and opportunities for participation in decisions related to the education of their child. Upon the conclusion of the general meeting parents will be invited to visit their child's classrooms and meet and greet their teachers. During the classroom visit, teachers will provide information on the subjects they teach, assessment plans, and tips on how parents can help their child at home. The same information will be provided in the Student/Parent Handbook, for all parents. Teachers will maintain sign-in sheets and provide a copy to the Assistant Principal and Community Involvement Specialist.

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: Oak Grove Elementary School will involve parents and the community in the development and improvement of Title I, programs for the school by keeping parents informed about parental involvement programs, meetings, conferences, as well as other school activities. Such communication shall be made available in their home language or in a language the parents can understand. Parents make up our Education Excellence School Advisory Council and are notified about all meetings. Parents are aware of and involved in the writing of our School Improvement Plan and our Parental Involvement Plan. Our Leadership Team will provide timely information about Title I programs to parents via monthly school calendar, announcements, flyers, School Marquee, and Connect Ed. The school will provide parents with information monthly including a description and explanation of the curriculum, types of assessments, and the proficiency levels students are expected to meet. Opportunities for regular meetings to formulate suggestions and participate in decisions relating to the education of their children will be offered at Open House, Title I Meetings as well as through parent conferences. Oak Grove will communicate academic progress and attendance concerns through report cards, which will be distributed 4 times a year, notes, phone calls and parent teacher conferences.

Teachers will sign a documentation sheet indicating that letters were sent home via backpack. Report card envelopes must be signed by parent/guardian and returned. Sign-in-sheets will be available at Open House, EESAC, PTA, Title I meetings and all parent/teacher conferences indicating that materials and information was given to parents.

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: Oak Grove Elementary school recognizes that communication between home and school is essential for parental involvement. We make a conscious effort to provide

opportunities for participation of parents with English proficiency and parents with disabilities, by ensuring that all school correspondence and communication are in English, Spanish, and Creole, as well as providing translation services as needed. In an effort to encourage this communication at Oak Grove Elementary School, we provide each parent with an Oak Grove Elementary School Parent Handbook written in their home language on the first day of school. This handbook provides valuable information regarding school policies, procedures, and programs for the entire school year. This handbook also provides parents with information about the Parent Academy and volunteer's information. The school will host parent meetings on an array of subject area through the Parent Academy. We also publish a monthly calendar outlining projects, special events, and meetings for parental participation and/or information. To promote and support responsible parenting, our school will provide books, magazines, and other material regarding responsible parenting through the media center and the Parent Resource Center. Parents will have the opportunity to borrow these materials for review. The Parent Center is a program designed to encourage participation, enrich, and support parents in their efforts to become more involved in their child's education. We encourage all parents to become members and get involved in the PTA and our Educational Excellence School Advisory Council. Parents also, receive calendars, listing academic and school events along with parenting tips. We encourage parents to visit and volunteer their time and effort at the school. We encourage their suggestions, comments and concerns. At Oak Grove Elementary School we promote a welcoming atmosphere to foster parental involvement at our school and make an effort to ensure that parental involvement is recognized as an asset to our school. Teachers will conference with students who have Progress Monitoring Plans and contact parents regarding strategies. Parents will be encouraged to discuss their child's academic performance with the teacher through-out the school year.

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	Provide parents with inservices/workshop training opportunities to acquire learning strategies to assist their children with home learning assignments.	Reading Coach; Grade Level Leaders; Assistant Principal	To build and maintain student self-esteem and assist those struggling with reading and mathematics.	September 2016 - May, 2017

2	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)];	The faculty and staff will work to build a positive relationship between parents, teachers, and students and will encourage all parents to become involved and work as equal partners in the educational process. Incentives will be given out during all parent meetings and workshops. Parents will be honor at the end of the school year to show gratitude.	Principal; Teachers	To increase effective communication between the home and school.	September 2016 - June 2017
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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 I Annual Orientation	1	270	Conducted to understand and implement the No Child Left Behind Act thus increasing academic achievement through parental involvement
2	Volunteer Breakfast	1	5	Provide information on how to become a successful volunteer and provide information on school policies and guidelines.
3	FSA Reading and Math Night	1	18	Implement hands on activities that will improve student achievement.
4	Science Night	1	23	Implement hands on activities that will improve student achievement.
5	Writing Night	1	16	Implement hands on activities that will improve student achievement.
6	Individual Parent/Teacher Conferences	275	275	Conduct data chats and provide information about students progress and achievements.
7	Parent Academy	2	6	Facilitated parent-to-parent trainings.
8	EESAC	5	19	Involve parents in the school decision making, development and review of the SIP the PIP, and Parent Compact.
9	PTA	4	21	Provide information and support services that strengthened the relations between parents and the school in meaningful ways

10	School Monthly Calendars	8	540	and to assist and provide teachers with resources to improve student achievement. Provide information about school programs, activities, and resources that are linked to improving academic achievement.
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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 Technical Assistance and Support (A-TAT)	2	3	Assisted with planning, monitoring, and implementation of effective parental involvement activities that are linked to improving student performance
2	Title I Administration Community Involvement Specialist Professional Development sessions	2	1	Provide support and training in understanding and implementing the No Child Left Behind Act; thus increasing academic achievement through parent involvement that are linked to improving academic achievement.
3	M-DCPS EESAC Training for Staff	1	36	The District made training available to assist school in effectively managing their councils (EESAC) in an effort to fully involve parents in the development and review of the SIP to help improve academic achievement
4	Understanding the partnership for Assessment of Readiness for College and Careers (PARCC)	2	18	Provide training to better inform staff about formative assessment
5	Wonders Reading Series McGraw Hill	3	16	Provide training to better understand the full implementation of the Reading Series

6	Effective use of Data to Drive Instruction	4	26	Provide training on how to successfully disaggregate data to drive instructions to increase academic achievement
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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	The majority of our ESOL parents only speaks Haitian Creole and they feel intimidated when ask to attend school meetings, programs, workshops, etc.	Provide information in three different languages on flyers and connect ed. announcements. Provide interpreters during parent teacher conferences and during meetings, workshops, and programs.
2	Parents are unable to attend most meetings due to their working hours. They would like to participate in more school activities but are unable to due to their working hours and or school hours.	Conduct flexible meeting times to address the needs and concerns of parents. Conduct meetings in the a.m and p.m.
3	Parents with small children do not have babysitting at. They would like to attend but are unable to do so.	Provide free child care during p.m. meetings
4	Unable to attend meetings due to work schedule	Send information home and conduct telephone conferences calls.
5	Parents are unable to attend meetings because they are sole care takers of infants and elderly.	Have Community Involvement Specialist to conduct a home visit to delivery information obtained from workshops.

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

If you have questions contact Bernadette Montgomery at BMontgomery@dadeschools.net or 305-995-1202, ext: .

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