

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

I, Jennifer Savigne, 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

10-14-16  
Date Signed

### Mission Statement

Parental Involvement Mission Statement (Optional)

**Response:** The mission of Agenoria S. Paschal/Olinda Elementary School is to ensure the academic success of all students by fostering a commitment to excellence in teaching and learning.

### 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:** Notwithstanding our requirements under the No Child Left Behind Act, ASP/Olinda Elementary believes the involvement of parents is integral to student high academic achievement. Therefore we rely on an experienced yet innovative group of individuals consisting of school faculty selected by the principal in partnership with parents and our CIS in order to plan, review and improve our Title 1 programs. ASP/Olinda Elementary's Parental Involvement Committee plans and schedules meetings and workshops months in advance at our Parent Resource Center and utilizes diverse communication media such as flyers, email, and telephone calls in order to inform and involve parents. Additionally, in order to comply with Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)] while meeting the needs of our parents, our CIS develops surveys and worksheets designed to accumulate and document the input of our parent population, in addition to note takers assigned at meetings. In addition to our requirements under the No Child Left Behind Act, ASP/Olinda Elementary provides other reasonable support for parental involvement activities such as hosting meetings and workshops at non-traditional hours (after school and teacher planning days), days (weekends), and sites off campus such as the Neighborhood Resource Center (as requested by parents both informally to faculty and formally through suggestion sheets and surveys).

## 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	School Improvement Grant Fund/School Improvement Grant Initiative	The school receives funding under the School Improvement Grant Fund/School Improvement Grant Initiative in order to increase the achievement of the lowest performing subgroups through comprehensive, ongoing data analysis, curriculum and instruction alignment, and specific interventions such as extended day remedial tutorial instruction, Differentiated instruction/intervention, classroom libraries, Project CRISS, and Learning 100. Additionally, Title I School Improvement Grant/Fund support fundin
2	Health Connect in Our Schools	Health Connect in Our Schools (HCiOS) offers a coordinated level of school-based healthcare which integrates education, medical and/or social and human services on school grounds.
3	Title III	Title III funds are used to supplement and enhance the programs for English Language Learner (ELL) by providing funds to implement and/or provide: • Tutorial programs (K-5) • Parent outreach activities • Reading and supplementary instructional materials (K-5) • Hardware and software for the development of language and literacy skills in reading, mathematics, and science.
4	Title I, Part A	Services are provided to ensure students requiring additional remediation are assisted through after-school programs or summer school. The district coordinates with Title II and Title III in ensuring staff development needs are provided. Curriculum Coaches Develop, lead, and evaluate school core content standards/ programs; identify and analyze existing literature on scientifically based curriculum/behavior assessment and intervention approach
5	Head Start	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	Educational Excellence School Advisory Committee (EESAC)	Principal/EESAC Chair	Quarterly	Minutes, Agendas, Sign-in Sheets
2	Monthly Parent Workshops	Community Involvement Specialist/Designee	Monthly	Agendas Parent Sign-in Sheets
3	Title I Annual Parent Meeting	Principal	September 2016	Agendas, Parent Sign-in Sheets

## 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:** In order to provide a flexible number of meetings for parental involvement, ASP/Olinda Elementary has created a Parent Resource Center open during school hours and open to all parents at any time without appointment. Additionally, ASP/Olinda Elementary hosts meetings and workshops at non-traditional hours (after school and teacher planning days), days (weekends), and sites off campus such as the Neighborhood Resource Center (as requested by parents both informally to faculty and formally through suggestion sheets and surveys). In addition, we host multiple meetings in order to accommodate as many parents as possible and schedule in-home or off-site visits upon request.

## 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 Standards Assessments (FSA); Hard copy dissemination of materials	Instructional Coaches	Parents will be provided with grade specific information outlining and identifying the LAFS and MAFS and strategies they can use to help their child at home. Information will also be posted on the school's website at <a href="http://olinda.dadeschools.net">olinda.dadeschools.net</a>	January 2016 - March 2016	Sign-in sheets, agendas, and presentation material.
2	Individual Student	Community Involvement	The Community Involvement Specialist will provide individual	Monthly	Sign-in sheets, agendas, and

	Assessment Letters	Specialist	assistance to parents as needed on how to access the Parent Portal in order for them to maintain real-time information on academic progress.		presentation material.
3	Academic Content Workshops	Instructional Coaches	Parent Workshops will be provided to inform and provide parents with strategies that will assist	October 2016 - March 2017	Sign-in sheets and Agendas
4	Individual Conferences regarding Technology and access to the Parent Portal	Assistant Principal	Letters informing parents of their children(s) progress on formative assessments will be provided to parents after all District Interim Assessments.	December 2016, February 2017, and April 2017	Copies of letters will be retained for evidence
5	Science-Technology-Engineering-Mathematics (STEM)	Instructional Coaches/Assistant Principal	Parents will be provided with grade specific information outlining and identifying the NGSSS and strategies they can use to help their child at home. Information will also be posted on the school's website at olinda.dadeschools.net.	October 2016 - March 2017	Copies of document and date distributed

## 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	Cloud 9 and Learning for Life Curricula	Principal	Promotes an environment that reflects a culture of inclusivity, equity, and respect.	Dec 2016	Sign-in Sheets, emails
2	Positive Behavior System	PBS Team Leader	To help support healthy home and school relationships	August 2016	Sign-in Sheets, handouts, agendas

## 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:** ASP/Olinda Elementary has established a Student of the Month Program that is implemented monthly facilitated by the school administration and the PBS Team in an effort to help increase and encourage academic achievement and parental involvement. The gatherings are held in the Music Suite and/or Media Center where school information and additional community resources are disseminated by the school principal to parents.

## 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 Title I Meeting with parents in September 2016, ASP/Olinda Elementary School held a general information session to explain the Title I programs, including curriculum and academic assessments. Parents were informed of the various schoolwide programs; how to schedule parent-teacher conferences; and opportunities for participation in decisions relating to the education of their child. Parents will be given a copy of the parent handbook, which will include more detailed information on these topics. The parent student handbook will also be available on the school's website to facilitate parental access. During our Open House meeting, parents were invited to visit their child's classrooms and meet teachers. Instructional staff will provide additional information on the subjects they teach, assessment plans, and how parents can help at home. Monthly calendars will be distributed to parents in an effort to keep them abreast of school activities, such as PTA meetings, EESAC meetings, and assessments dates, etc. In addition, ConnectEd phone calls are made regularly as an additional strategy to help keep parents informed of school-wide activities. A parent conference slips will be kept in the main office and are accessible to all parents who would like to schedule a conference with teachers.

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## 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:** Monthly calendars will be distributed to parents in an effort to keep them abreast of school activities, such as PTA meetings, EESAC meetings, and assessments dates. In addition, ConnectEd phone calls are made regularly as an additional strategy to help keep parents informed. A parent conference binder is kept in the main office and is accessible to all parents who would like to schedule a conference with teachers. School information relating to student performance, school, and parent programs are discussed during monthly scheduled EESAC meetings. The school will disseminate information through various sources such as parent letters, flyers, Connect Ed messages, posting on the school's Webpage, progress report and report cards. Additionally, not only is all parent letters and flyers distributed in English, Spanish and Creole but school office staff is also proficient in all three languages to better accommodate our diverse constituency.

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## 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	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	The CIS certifies parents at the highest level of involvement through the MDCPS volunteer program and through workshops develops them so that they may reach out to other parents and share their knowledge.	Community Involvement Specialist	Research indicates parental involvement is strongly correlated with student high academic achievement	Monthly
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)];	ASP/Olinda hosts meetings and workshops at non-traditional hours, on non-traditional days at non-traditional sites in order to accommodate and reach as many parents as possible. In addition, home visits are scheduled.	Community Involvement Specialist	Research indicates parental involvement is strongly correlated with student high academic achievement	Monthly
3	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	ASP/Olinda Elementary partners with community and faith-based organizations in order to provide services to parents and students such as afterschool care, uniforms, supplies and sponsorship.	Principal/CIS/Counselor	Through a network of community and faith-based organizations, students are afforded resources otherwise made unavailable to them.	Monthly

### 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

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

### **Building Capacity Summary**

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

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Health Workshop (Organic Garden)	6	17	Parent Workshops will be provided to inform and provide parents with strategies that will assist in improving family health
2	Head Start Parent Workshops	6	20	Enhance parent literacy

### **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	Building ties between home and school	1	35	Strengthen and Improve the ability of staff to work effectively with 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	Schedule	Schedule activities at different times throughout the day
2	Scheduling around different lunch times	Provide food at workshops and meetings

### **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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