**RIVERDALE ELEMENTARY Title I, Part A Parental Involvement Plan**

I, William Charlton , 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:**The mission of Riverdale Elementary School is to lead our students to success with the support and involvement of families and the community. Riverdale Elementary feels strongly that parent involvement is a driving force in a child's education. Riverdale Elementary is committed to working in tandem with parents to provide quality education for all students. Riverdale's goals for the 2016-2017 school year are to have 75% or more students show proficiency in reading and math based on student achievement scores, have 70% or more students making gains in reading and 60% make gains in math. Riverdale expects to have 45% or more students show proficiency in science based on student achievement scores, and have 68% or more students show evidence of proficiency in writing. One barrier identified in meeting all of these goals is the lack of academic support at home with homework and studying for tests. To overcome this barrier, Riverdale would like to increase parent attendance for academically focused school events and increase parent membership in committees that help set goals and plans for the school's academic growth. Riverdale will increase parental involvement in FSA Night, Literacy Night and STEM night. Riverdale would like to increase membership in PTA. It is also important, with the increasing ELL population and the performance of this population on last year's FSA, to increase attendance in Multilingual Parent Leadership Committee meetings as well as increase ELL parent attendance in capacity building parent nights. |

**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:**Riverdale Elementary will utilize members of our School Advisory Council (SAC) on our Title 1 Program Committee. The SAC has the responsibility for developing, implementing, and evaluating the various school level plans, including the School Improvement Plan and the Parent Involvement Plan. SAC is composed of school employees and parent volunteers, which must comprise over 50% of the voting members. During the SAC meeting when the PIP is developed, the committee will decide how the Title 1 parent involvement funds will be used. Invitations for SAC meetings are sent to all parents. The 2015-2016 plan was given to SAC members asking for suggestions and revisions for the plan. Likewise a survey was sent home with the Parent Involvement summary, to all parents, regarding the effectiveness of the 2015-2016 plan. Results were compiled from the survey and suggestions from both parent committees and discussed at the May 2016 SAC meeting. These suggestions were included in the current 2016-2017 plan. A copy of the 2015-2016 plan, as well as a draft copy of the 2016-2017 plan, can be found in the front office for parent review. The draft copy of the Parent Involvement Plan will be reviewed, modified, and adopted at the first SAC meeting of the 2016-2017 school year. |

**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 | ESE | Supplemental instructional support provided by Title 1 will be discussed with parents during the development of each student’s IEP. |
| 2 | VPK | The VPK instructors will work together with the Title 1 office to coordinate programs for the students to prepare them for public school. Activities may include meetings with parents and Kindergarten teachers to discuss educational support for the children. |
| 3 | Title 1 | The Annual Title I meeting is held at the beginning of the school year to introduce the purpose of the program and merits to the parents. Compacts will be given to the parents at this time to explain the School, Parent, Teacher, and Student commitment to the student’s education |
| 4 | Title II | Professional Development provides teachers with training to be Highly Qualified teachers to best meet the academic needs of students. |
| 5 | Title III | Services are provided through the district for educational materials and ELL district support to improve the education of Immigrant and English Language Learners |
| 6 | MVP Title X | Services are provided to students identified as homeless through the school, county, and federal funding. |

**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 | Notices sent home in Parent English and Spanish | Parent Liaison | September 8, 2016 | Copy of notice with date of dissemination |
| 2 | Annual Meeting date posted on the Marquee | Parent Liaison | September 12, 2016 | Picture and date posted |
| 3 | Develop sign-In sheets | Parent Liaison | September 12, 2016 | Sign In sheets for classrooms and individual classrooms |
| 4 | Agenda and Power point developed | School Administrator | September 12, 2016 | Copies of Agenda |
| 5 | Orange Message Sent | School Administrator | September 14, 2016 | Copy of message |
| 6 | Conduct Title 1 Annual Meeting | Administrator and Parent Liaison | September 15, 2016 | Copies of Agenda and handouts |
| 7 | Maintain Documents | Parent Liaison | September 16, 2016 | Copies of all documents |

**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:**Riverdale Elementary will conduct parent meetings and parent involvement activities at varying times during the day. Some meetings for PTA Board, SAC, and PLC are held, before, during, or right after school ends. Making these meetings convenient to parents who walk and drive their students to and from school. Most family nights are held after 6:00 pm to encourage working parents to attend. Grade level parent conference nights for each marking period will be held from 7:00 am to 7:30 pm by many of the grade levels. Childcare will be provided for some of these meetings. In addition, parents can request meetings with teachers and faculty before school, during teacher planning, and after the school day as needed. Telephone conferences also provide flexible options. Bus passes may be obtained from the MVP liaison for parents who need transportation to meetings.  A master calendar consisting of the meetings and trainings that are offered to parents will be developed at the beginning of the school year. This calendar will be available on the school website. Upcoming meetings, dates, and times will be included in school and team quarterly and monthly newsletters. In addition, the school will advertise meetings through flyers, the school marquee, and Connect Orange. |

**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 | Open House | Support Team and all teachers | Parents are given information on teacher expectations and learning goals for the year. Parents will be given information on websites to track student progress. They are also given websites connected to reading and math curriculum that provides help with homework, interventions, and additional practice. | September 2016 | Copy of Agenda, Sign In Sheets |
| 2 | ADDitions Volunteer program | ADDitions Contact | Encouraging parents to come and volunteer in the school makes them feel in partnership with the school. They are more likely to attend the parent trainings if they feel they are part of the school environment. | Ongoing | Measured by participation |
| 3 | Partners in Education | PIE coordinator | Community partners are encouraged to come to all parent nights. By doing this, they educate parents to services they provide that can be helpful to their students and to them. Participation builds a community between the school, partners, and parents. | Ongoing | Measured by participation |
| 4 | Grade Level Report Card Conference Nights | Support Team and Teachers | Teachers will conduct individual conferences to discuss each child’s assessment results, expectations, and goals for the year. Parents will be given information on websites to track student progress. They are also given websites connected to reading and math curriculum that provides help with homework, interventions, and additional practice | October 2016, January 2017, March 2017 | Conference logs |
| 5 | Literacy Night (Reading and Writing | Media Specialist and Support Team | Student Achievement scores and SIP reading goal. Parents will be given strategies to help build their child’s fluency and comprehension | October 2016 | Parent Participation/Sign In Sheets, Reading Benchmark Comparisons, Feedback forms |
| 6 | Math Night | Support Team | Increased Student Achievement scores and meet SIP goals. Parents are given strategies to help build math skills and interest. Math night is also tied in to math careers to connect College and Career preparedness | November 2016 | Attendance/ Sign in Sheets |
| 7 | FSA Night | Support Team | Increased Student Achievement scores and SIP goals being met. Parents are given test taking strategies. They also get samples of types of test questions. Parents are given website information for students to sign on and take practice tests | February 2017 | Attendance/ Sign In Sheets, Feedback forms |
| 8 | STEM Night | Support Team | Increased Student Achievement scores and meet SIP goals. Parents are given strategies to help build math and science skills and interest. STEM night is also tied in to math and science careers to connect College and Career preparedness. | January 2017 | Attendance/ 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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Staff Development on The Importance of Parent Involvement Module 1 | Parent Liaison | Inform, educate, and train teachers and staff on how to build relationships with parents | October 2016 | Exit Slips |
| 2 | Staff Development on Building Ties Between Home and School Module 2 | Parent Liaison | Improve the ability of staff to work effectively with parents | November 2016 | Exit Slips |
| 3 | Staff Development on Implementation and Coordination of Parental Involvement Programs Module 3 | Parent Liaison | Parent liaisons will be provided with a training module to take back to schools in an effort to improve the ability of staff to work effectively with parents | January 2017 | Exit Slips |
| 4 | Staff Development on Communicating and Working with Parents Module 4 | Parent Liaison | Parent liaisons will be provided with a training module to take back to schools in an effort to improve the ability of staff to work effectively with parents | February 2017 | Exit Slips |

**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:**Riverdale has a guidance counselor and social worker to assist with parent needs. They maintain a list of resources for parents. The ESE and Guidance office has a resource center that includes information on Homeless Education, Retention, Counseling services, Exceptional Education Services, Behavioral Support Services, and other resources available within and outside of the school.     The media center is also has a parent resource center that includes books on parenting, language acquisition for parents, GED resources, and other resources. The media center also has computers set up for parent and student use after normal school hours. The media center has extended hours on Tuesdays. |

**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:**At the Title 1 Annual Meeting in September, parents will be informed of Title 1 programs. The school will also provide a variety of "family nights" that will help parents understand curriculum and provide training so that they may help their child at home. Teachers will maintain sign-in sheets from parent conference nights and Open House. All school activities are advertised on the school marquee, the school calendar, flyers home and Connect Orange. Riverdale also has a website where parents can access school information and the school calendar. This website also has links to the OCPS website and the FLDOE website. Parents can access information on county programs as well as standards on the county and state websites.     Progress reports and report cards are sent home to inform parents of their child's academic progress. The parents also have access to Progress Book where they can get information about their students' academics, attendance, and homework daily. All students have planners or Take-Home folders that are sent home daily as a means of communication between home and school. Parents may schedule meetings with teachers and administration as needed. Translation is provided for any parents that request it.    Surveys are sent home to the parents on the SIP and the PIP. All parents are invited to SAC meetings where plans are developed and reviewed. The opportunity for suggestions and comments is given in these meetings and through the surveys that are sent out.    The parent liaison will maintain sign-in forms for the Annual Meeting as well as documentation of the dissemination of information, distribution methods, and timelines. Copies of the school calendar, monthly newsletters sent home by grade levels, agendas, parent sign in and feedback information are all collected and maintained by the Title 1 staff. |

**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:**A variety of parent involvement activities will be planned to ensure that each parent has ample opportunity to participate. Multiple sources will be used to communicate opportunities for involvement to parents. Riverdale will send home information pertaining to meetings and "family nights" in both English and Spanish. Other languages will be available at the parents' request. Information will be disseminated to parents using newsletters, student planners, school website, school marquee, and/or Connect Orange phone calls in English and Spanish. Translators and child care will be available at parent nights and meetings as requested by parents. The school is fully wheelchair assessable. For parents who have audio logical needs, the school is equipped with an enhanced audio system. Sign language interpreters can be obtained from the county for events when requested by the parent. |

**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 | SAC and PTA Board meetings | Principal and PTA | Student Achievement is increased with more parental support. | Monthly |
| 2 | Training parents to enhance the involvement of other parents [Section 1118(e)(9)]; | Parent Leadership Committee and PTA | ELL CT, PTA board, Administrative team | Student Achievement is increased with more parental support. | Once every month |
| 3 | 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)]; | Evening Conferences during the 1st marking period. Before, during, and after school confences as well as telephone conferences at all times during the year. | Teachers, Administration Team | Student Achievement is increased with more parental support. | October, January, March 2015-2016 |
| 4 | Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)]. | Riverdale will partner with community organizations to provide ELL courses to adults as well as parenting skills classes. | ELL CT, Guidance Counselor, Administrative Team | Student Achievement is increased with more parental support. | Year Round |

**Upload Evidence of Input from Parents**

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

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| [Uploaded Document](file:///H:\My%20Documents\AppData\Local\Microsoft\Windows\INetCache\IE\9QP0AE8F\fileUploads\480261_2016-2017_uploadEvidenceParentInput.pdf) |

**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:///H:\My%20Documents\AppData\Local\Microsoft\Windows\INetCache\IE\9QP0AE8F\fileUploads\480261_2016-2017_uploadCompact.pdf) |

**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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**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 | Meet your Teacher | 1 | 539 | Parental involvement increases student achievement. |
| 2 | Open House | 1 | 409 | Parental involvement increases student achievement. |
| 3 | PTA | 5 | 55 | Parental involvement increases student achievement. |
| 4 | Report Card Conferences | 3 | 767 | Parental involvement increases student achievement. |
| 5 | Multilingual Parent Leadership Committee | 3 | 12 | Parental involvement increases student achievement. |
| 6 | Literacy Night | 1 | 135 | Parental involvement increases student achievement. |
| 7 | Science Fair | 1 | 32 | Parental involvement increases student achievement. |
| 8 | Title 1 Annual Meeting | 1 | 147 | Parental involvement increases student achievement |
| 9 | Science Night | 1 | 116 | Parental involvement increases student achievement |
| 10 | Dads Take Your Child to School Day | 1 | 52 | Parental involvement increases student achievement |
| 11 | SAC Meetings | 5 | 64 | Parental involvement increases student achievement |
| 12 | FSA Night | 1 | 88 | Parental involvement increases student achievement |
| 13 | Science Fair Night | 1 | 55 | Parental involvement increases student achievement |
| 14 | Math Night | 1 | 78 | Parental involvement increases student 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 | Ruby Payne | 1 | 52 | Better communication between home and school has a positive impact on student achievement. |
| 2 | Title 1 Standards and Guidelines Meeting | 1 | 52 | Better communication between home and school has a positive impact on student achievement. |
| 3 | Staff Development on the Importance of Parental Involvement Module 1 | 1 | 52 | Better communication between home and school has a positive impact on student achievement. |
| 4 | Staff Development on Building Ties Between Home and School Module 2 | 1 | 52 | Better communication between home and school has a positive impact on student achievement. |
| 5 | Staff Development on Implementations and Coordination of Parental Involvement Programs Module 3 | 1 | 52 | Better communication between home and school has a positive impact on student achievement. |
| 6 | Staff Development on Communicating and Working with Parents Moduel 4 | 1 | 52 | Better communication between home and school has a positive impact on student 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 | Working parents- Economically disadvantaged | Meetings offered at various times of the day and via phone. Child care offered upon request |
| 2 | Non English Speaking Parents – Limited English proficiency | Invitations and information sent home in parents’ home language. Translators available upon parent request |
| 3 | Make sure school is equipped for disabled Parents -parents who are disabled | School is ADA accessible |
| 4 | Make arrengements for interpreters for deaf and hard of hearing parents - Disabled parents | School is equipped with audio enhancement. Sign language interpreters are available at parent request. |
| 5 | Planning ahead. Not enough notice. – parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background | Parent activities are planned during the summer and put on the school calendar. The calendar is available on the website. Also, a quarterly newsletter is sent home school wide with |
| 6 | Confused about what to attend. Does this apply to my child? – parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background | A brief description of parent involvement activities listed on website and in school news letter |

**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** |