

Duval Early Learning Academy Title I, Part A Parental Involvement Plan

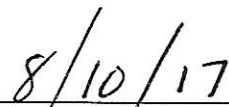
I, Dr. Catherine Barnes, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; 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)];
- Inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Centers (PIRC) in Florida, i.e., PIRC of Family Network on Disabilities in Florida (FND) and PIRC at University of South Florida (USF) [Section 1118(g)];
- 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: To provide a learning environment that makes all parents feel welcome enabling us to form a partnership with our parents. Parental Involvement is essential to student achievement. Parents who feel welcome will feel good about coming to school events. To facility in parent involvement Duval Early Learning Academy will do a variety of things, such as varying meeting times, train teachers on how to work with all families and have a parent resource area in our school.

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: Duval early Learning Academy School Advisory Council (SAC) will help in the planning of programs and determining the use of Title I funds. The SAC will help with the development, implementation and evaluation of the Parent Involvement Plan. They will also oversee the implementation of all programs, as well as, the evaluations of them. All Title I parents will be asked to fill out a survey at the end of the school year giving their input in the following areas, requested programs, concerns and or suggestions to improve our school. Parents will be invited to participate in meetings. Documentation of meetings, including parental input will be maintained through sign-in sheets and minutes.

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	Head Start	Head Start students are invited to Kindergarten Round-Up. The round- up provides parents with the information and expectations for their children entering kindergarten. The information is provided by the principal and staff. Title I provides "School is Cool" workbooks for students, and one copy of Parenting magazine for parents.
2	Head Start	Connecting Head Start and our Kindergarten is a primary focus of Duval Early Learning Academy. It will be accomplished by having joint meetings throughout the year.

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
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1	School will hold the Annual Parent Meeting in September, 2017.	Principal, Lead Title 1 Teacher, Title 1 Team	September 2017	Parent Input Evaluations, sign-in sheets, agendas, PowerPoint handout, and minutes from meetings.
2	Development of agenda for Annual Parent Meeting.	Principal, Lead Title 1 Teacher, Title 1 Team	August-September 2017	Completed Agenda
3	Develop/plan materials (presentation, school/district handouts) for Annual Parent Meeting.	Principal, Lead Title 1 Teacher, Title 1 Team	August-September, 2017	Copies of presentation and all handouts
4	Send notices in school newsletter, send invitations via backpacks, alert parents of meeting.	Principal, Lead Title I Teacher	September - October, 2017	Photograph of marquee, copy of newsletters and invitations

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: To encourage increased parental involvement as parent meetings and activities, Duval Early Learning Academy will offer meetings at varying times, some in the evenings and some in the daytime. The information included in the meetings will be sent home with any child whose parent was unable to attend. The meeting times will be announced through the Astronaut News, through flyers sent home with students, and on the school marquee. We will also plan to coordinate at least one meeting around the students' lunch period, in order to foster parent involvement in lunch with their child. Parents will sign a sign-in sheet and receive an agenda for each meeting/activity they attend. Title I teacher will also send a note of thanks to each parent that attends meetings/activities.

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	Title I Annual Mtg.	Title I Lead Teacher/Principal	Inform parents to better help students at home to improved academic performance	September 2017	Sign In Sheets, Agenda, Minutes, Evaluations
2	Educational Game Night	Title I Lead Teacher	A night of game playing, providing parents the knowledge of how games can help children to learn.	Feb 2018	Sign In Sheets, Agenda, Evaluation completed by parents

3	Reading Together Parent Training	Title I Lead Teacher	Improve the ability of parents to help their child to build strong skills in reading	Nov 2017	Sign In Sheets, Agenda, Evaluation completed by parents

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	Presentation of the four (4) Modules of Parent Involvement	Title I Lead Teacher	Improve ability of staff to work with parents to impact student achievement.	School Year 2017-2018	Agendas, Sign-In Sheets, Evaluations
2	Review DPIP, PIP and HSC	Title I Lead Teacher	Improve ability of staff to work with parents to impact student achievement.	Prior to Annual Meeting August 2017	Agendas, Sign-In Sheets, Evaluations

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: Parent Resource Area. Title I Lead Teacher will include School Improvement Plan, Parent Involvement Plan, Title I information, Department of Education Booklets/pamphlets concerning helping students at home. Evaluation will be Sign Out record of materials.

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 school wide 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: Dissemination of Title I information will be through our Annual Meeting. Title I Beginning of School Packet will be disseminated to all Title I parents.

Meeting times will be promoted through our marquee and letters home to all parents of Title I students.

Sign in sheets for all meetings will be collected and kept in the audit file.

Information to parents will be provided through our Astronaut News, weekly information from teachers through their newsletters, agendas and telephone calls home. All in a timely manner. Title I teacher will provide monthly progress reports sent home when school progress reports and report card are sent home.

Parents are expected to attend at least one conference per year. At that time the Title I Home-School Compact will be referenced.

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: The ELL Report will be printed four times each year to keep all staff updated on ELL students at our school. This report becomes part of the Title 1 Audit Documentation kept at the school. The ELL Handbook located in the front office is used to assist families with examples of registration forms in various languages. Non English speaking parents will be given access to information via district, state, and school websites about materials in various languages. Every reasonable attempt is made to provide information in a language parents can understand. We have multiple staff members who are fluent in Spanish. We ensure that a Spanish speaking staff member is available at any conference held with a parent who is a Spanish speaker.

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	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)];	Schedule Parent Involvement Activities at a variety of times to accommodate parents.	Principal, AP, and Lead Title I	Increased parent involvement leads to increased academic achievement.	2017-2018 School Year