

GLENALLEN ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Amy Archer, 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)].

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: The mission of Glenallen Elementary is to ensure successful learning experiences for all students by providing an academically challenging environment which is both caring and supportive. The parents, the entire school staff, and students will share the responsibility for student academic achievement. The school and parents will work together to build and develop a partnership to help children achieve the state's high standards.

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: Our School Advisory Council will discuss the planning, review and improvement of Title I programs throughout the 2014-15 school year. All stakeholders will be encouraged to attend monthly SAC meetings to offer input and feedback about the effectiveness of our Title I programs.

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	Parent Conferences	These conferences will be held to inform parents of their child's progress in school and ways they can assist their child at home with their academic needs.
2	ESOL Parent Nights	These sessions are intended to equip parents of ESOL students with strategies to assist their child with academic needs and language acquisition.
3	Annual Title I Parent Meeting	Annual Title I Parent Information Meeting will be held to inform parents of the Title I program and resources.
4	Camp Learn-a-Lot	Grade level teams will work collaboratively to coordinate training sessions for parents. Families will participate in activities that include reading, math, science, etc. in a camp-like setting.
5	Publix Family Math Night	This event will involve parents and students in applying math skills in real-world events.
6	Weekly Community Brief Emails	Focuses on increasing communication with parents and the community through weekly email updates.
7	PBS Parental Support Program	This program is designed to provide parents with support to promote positive behavior at home and at school.

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	Title I Programs planned will be reviewed at the Annual Title I Parent Information Meeting.	Principal, Parent Involvement Coordinator	September 2014	Sign In Sheet, Agenda
2	Connect Ed Message	Principal, Parent Involvement Coordinator	September 2014	Connect Ed call log, Sign In Sheet

3	Advertise on web site	Principal, Web Master	August - September 2014	Web Site Visitors Log, Sign In Sheet
4	Advertise on marquees	Principal, Custodial Team	September 2014	Sign In Sheet
5	Advertise in school newsletter	Principal, Newsletter Editor	August - September 2014	Sign In Sheet
6	Advertise on posters on school campus and in car loop at arrival/dismissal times	Parent Involvement Coordinator, Safety Patrols	September 2014	Sign In Sheet
7	Flyers sent home in English, Spanish and Russian.	Principal, Parent Involvement Coordinator	September 2014	Sign In Sheet
8	Reminder labels sent home in students' agenda books.	Principal, Parent Involvement Coordinator	September 2014	Sign In Sheet
9	Shared in Weekly Community Brief Emails	Principal	August - September 2014	Sign In Sheet

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: SAC meetings will be held on the third Thursday of each month at 3:15 P.M. Sign-in sheets will document attendance. Parent conferences will be scheduled at the convenience of Glenallen parents. Home visits are conducted in the event parents are unable to attend parental involvement activities. Child care and translation services are offered at parental involvement events. The start and end times of meetings are varied in an attempt to meet the needs of Glenallen families.

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	Parent Conferences	Instructional Staff	Provides parents with the necessary skills to support learning at home.	2014-15 school year	Copies of parent conference summaries
2	ESOL Parent Nights	ESOL Liaison	Increase parent involvement of ESOL families.	2014-15 school year	Sign In Sheet and Survey
3	Publix Family Math Night	Instructional Staff	Provides parents and students the	2014-15 school year	Sign In Sheet and Survey

			opportunity to apply math skills to real world events.		
4	Camp Learn-a-Lot	Parent Involvement Coordinator/Staff	Encourages families to participate in activities that include reading, math, science, etc.	2014-15 school year	Sign In Sheet and Survey
5	Annual Title I Meeting	Parent Involvement Coordinator/Administration/Staff	Educates parents on the various Title I programs and resources.	September 2014	Sign In Sheets and Survey
6	Weekly Community Brief Emails	Principal/Staff	Increases communication with parents and the community.	2014-15 school year	Sign In Sheets and Survey
7	PBS Parental Support Program	Behavior Specialist/Support Team Members	This program is designed to support families with promoting positive behavior at home and at school.	2014-15 school year	Sign In Sheet and decreased % of discipline referrals and misconducts

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	Staff Training to work with parents as equal partners.	Parent Involvement Coordinator	Increased parent communication will enhance student achievement and increase student attendance.	October 2014	Copies of parent teacher conferences, Signed home-school compacts
2	Staff Training in recognizing the value and utility of parent contributions.	Parent Involvement Coordinator	Increased parent communication and involvement will enhance student achievement and increase student attendance.	November 2014	Increase in % of parental involvement and sign in sheets
3	Staff Training on how to implement and coordinate parent programs.	Parent Involvement Coordinator	Increased parent communication will enhance student achievement and increase student attendance.	December 2014	Increase in % of parental involvement and sign in sheets
4	Staff Training on building ties between parents and schools.	Parent Involvement Coordinator	Increased parent communication will enhance student achievement and increase student attendance.	January 2015	Increase in % of parental involvement and sign in sheets

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: Maintain Parent Resource Center - Provide current resources and information for families.

Meet Your Teacher Event - Families are invited to Glenallen to meet the teachers before the school year begins.

Parent-Teacher Conferences - All teachers will conduct face-to-face parent-teacher conferences to discuss students' school performance.

PALS Volunteer Recruitment and Training - Volunteers are recruited and trained throughout the year.

Walking School Bus - This program promotes walking and bike safety by encouraging students and families to walk and ride their bikes together to and from school.

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: -Timely information about the Title I programs [Section 1118(c)(4)(A)];

1. Information will be displayed on our website, communicated through our school newsletter and weekly community brief emails, Connect Ed messages will be sent advertising parental involvement events as well as featuring events on the school marquees. Annual Title I Parent Information meeting to be held in September. Copies of the Title I brochure and the Glenallen Informational brochures specific to the grade level, are disseminated to all parents. Upon enrollment, new students/parents receive copies of all Title I documentation. Title I documentation is translated.

2. 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)];

Next Generation Sunshine State Standards (NGSSS) and the NEW Florida Standards are used to plan the delivery of instruction in all content areas. District-adopted core curriculum materials are used in all Pre-K thru 5 classrooms. Teachers will participate in various professional development activities to increase their effectiveness in instructional strategies. All staff members are Highly Qualified. District, State and classroom progress monitoring data is used to monitor student performance.

3. 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)];

All teachers conduct at least one parent conference to formulate suggestions and seek input in regards to the educational process. Teachers meet with parents to review Glenallen Elementary's Home-School Compact. Interpreters are provided for parent conferences as needed.

4. If the schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will also submit the parents' comments on the plan that will be available to the local education agency [Section 1118(c)(5)].

The Parental Improvement Plan will be presented at September 2014 SAC meeting. Family Learning Nights will be provided to students and parents throughout the 2014-15 school year. Furthermore, SAC will include parents in the decision-making process involving educational issues at the school.

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 school will communicate effectively with all parents by translating important school information to parents in English, Spanish, Creole, Russian and Ukrainian. During important school functions translators will be available to assist parents.

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)];	Training offered for PALS volunteers on site to enhance the involvement of other parents.	PALS Coordinator	Academic Support	2014-15 School Year
2	Maximizing parental involvement and participation in their children's education	SAC, Home Visits, Family Events	Administration and Staff	Increased parental involvement will	2014-15 School Year

	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)];			enhance student achievement in all academic areas and attendance	
3	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Parental Involvement Plan	Administration, SAC, Parent Involvement Coordinator and Staff	Increased parental involvement will enhance student achievement in all academic areas and attendance.	2014-15 School Year
4	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Partnerships with community organizations and businesses to support family involvement and student academic achievement.	PALS Coordinator	Academic Support	2014-15 School Year

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	Parent Conferences	700	700	Provides parents with the necessary skills to support learning at home.
2	ESOL Parent Nights	4	35	Increase parent involvement of ESOL families.
3	Family Learning Night	7	250	Provides parents with strategies to use at home to assist their child in the academics.
4	Camp Read-a-Lot	1	150	Encourages families to read together.
5	Annual Title I Meeting	1	350	Educates parents on the various Title I programs and resources.

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	Staff Training on Conducting Effective Parent Conferences	1	75	Increased parent communication will enhance student achievement and increase student attendance.
2	Staff Training Sessions	4	75	Increased parent communication will enhance student achievement and increase student attendance.

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 current 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	Language	Provide translation at all parent involvement activities.
2	Attendance by All	Conduct meetings at night, provide childcare, snacks, and seek input from parents to plan training sessions based on need.
3	Parent Work Schedules	Vary the days/times of school events so that families can participate.

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
1	Effective Communication	Documents are translated into home languages to assist with communication.
2	Building Capacity of Parents	Camp Read-a-lot provided families with a unique and motivating opportunity to read together with storytelling by a faux campfire, tents with books, and camp arts and crafts.
3	Increasing Parent Participation	The Parent Training Sessions provided parents with strategies to use at home to assist their child in the academics.
4	Building the Capacity of Schools	The ESOL Parent Nights helped to equip parents of ESOL students with strategies to assist their child with academic needs and language acquisition.
5	Increasing Parent Participation	Publix Family Math Night provided families with the opportunity to apply real-world math skills.
