

FELLSMERE ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Ramon Echeverria, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

Assurances

- The school will be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(b)(1) and (c)(3)];
- Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118 (b)(1)];
- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide program plan under section 1114(b)(2) [Section 1118(c)(3)];
- Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy [Section 1118(a)(E)];
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
- Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
- Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section (h)(6)(A)].


Signature of Principal or Designee


Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: We exist to achieve high levels of learning for all students.

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: Fellsmere Elementary will involve parents in an organized, on going, 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 through:

- * Title I Annual Meetings
- * Migrant Parent Advisory Meetings
- * Title III Parent Meetings
- * SAC Team
- * School survey
- * PTA/ PTO meetings
- * Grade level Parent Information Nights

Fellsmere Elementary as a school wide Title I program receives ongoing support and technical assistance (beginning in August) designed to assist them in the development of effective parent involvement activities. Regular technical assistance meetings are provided to the principal and leadership team to review student achievement data and to assist school-based staff develop and implement all components of the required plans. These include but are not limited to: State and regional parent involvement forums/conferences/TA meetings.

Coordination and technical assistance is provided via a variety of ways including on-site training, phone calls, emails, site visits, and staff development for staff.

Title I Program staff provide training and present parent involvement information at faculty meetings.

The district Title I Office provides technical assistance and support to Fellsmere regarding the development of their school-level PIP. The district Title I coordinator, project specialist, Title I resource teacher and parent involvement specialist meet with the Title I leadership team to review the PIP to ensure that all requirements of Section 1118 [34 CFR 200.30(e)] are met. A Title I district staff is a member of Fellsmere school-level SAC committee and facilitates the presentation of the PIP to the SAC members. The SAC meetings occur on a regular basis throughout the school year.

Title I staff review the agendas of school-level parent involvement meetings and activities to assist schools in ensuring that the activities are effective and designed to promote student achievement. Bilingual Title I staff facilitate parent involvement trainings and meetings to ensure that parents whose heritage language is not English, may participate fully in meaningful opportunities to become more involved in the education of their child.

Specific actions the LEA will take to provide coordination, technical assistance, and other support to assist Fellsmere as a Title I, Part A school in planning and implementing effective parental involvement activities to improve student academic achievement and

school performance is detailed below:

- Technical assistance meetings are provided at the beginning and ending of each school year for all Fellsmere's Principal and Parent Involvement Liaison to support the school in their review of current FCAT data and the development, implementation, and review of their Title I Parent Involvement School Plan.

- The LEA provides monthly technical assistance and collaboration with the school parent involvement leadership team representatives to ensure NCLB parent involvement requirements for district and school are met for the School Improvement Plan, Parent Involvement Plan, and School Parent Compacts.

- The Title I Program staff, in consultation with the parent team members recommend district training and professional development for principals and associated staff on interpretation and implementation of laws. Additionally, the Title I Program staff provide opportunities for guest speakers and family involvement presentations upon request.

- District staff provides the "School Family Partnership" training for school staff members to enhance their abilities to engage families in the education of their child.

- Fellsmere's Title I Parent Involvement Plan ensures that activities provide meaningful opportunities for parents to gain the needed skills and/or knowledge to become more involved in their child's education.

- * The Parent Specialist and Project Specialist regularly participate in regional East Coast Technical Assistance Center (ECTAC) family involvement team meetings and through this process is kept abreast of the most current research based findings and programs for family involvement. The leadership meetings serve as the main forum for sharing and disseminating ECTAC and FLDOE information; additionally, the Title I Program staff share information through informal means as well and are available (to schools) for consultation and assistance as requested.

- Parents, parent involvement school representatives, principals, and teachers school representatives and principals, teachers are invited to attend Regional, District, and State sponsored training sessions, workshops, and conferences designed to support parent involvement and strengthen student academic achievement.

- The LEA develops and makes available to Fellsmere Elementary a yearly updated list describing all available parent involvement workshops and trainings.

- The school must submit to the Title I office each semester a Parent Involvement Activity Plan/Calendar. The Parent Involvement Plan serves as a school /parent activities tracking form. Additionally, the LEA requires sample copies of flyers, agendas, and sign-in sheets for all parent involvement activities (e.g., Orientation, Open House, FSA Nights,

Book Fairs, K-1, 2-3, 4-5 Nights focusing on Math, Science and/or Reading).

· The Title I leadership team solicits recommendations, ideas and suggestions on parent involvement activities from parents and school staff throughout the school year.

· The LEA and school site funds opportunities for guest speakers to provide parent involvement workshops and trainings, and to purchase researched based books and materials on parent Involvement for Title I Schools to support parent assistance with the curriculum (i.e. math manipulatives, books, etc).

*The Title I school social worker facilitates the access to community resources needed to support the engagement of families. Services include but are not limited to providing and assisting with uniforms, clothing, shoes, food, housing assistance, shelter, transportation, counseling and crisis intervention.

* The Title I school social worker facilitates the access to community resources for parents as needed.

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	Title II	Title II provides schools with supplemental funding to support the professional development needs of staff related to parent involvement with the "School-Parent Partnership" PowerPoint. Funds are used to support attendance at state and regional conferences and pay for consultants related to parental involvement.
2	Title III	Title III funds are used to support parent involvement activities for parents of English language learners. Title I staff work closely with Title III staff to collaborate activities whenever possible.
3	Title I part C	Migrant staff will conduct home visits. Migrant staff also assist and facilitate parent involvement meetings since many of the migrant students attend Title I schools.
4	Title X	Homeless program staff work closely with the Title I Office to coordinate services for homeless students. Activities may include: coordinated meetings with parents, meetings with Title I and Homeless education program staff to discuss the barriers to success of homeless students.
5	VPK	Title I Part A supplements the funding of the district's VPK program at the highest ranked poverty school in the district. The Title I and VPK office work together to coordinate appropriate early childhood programs and transition programs for pre-K students who will enter kindergarten. Activities include Kindergarten roundup meetings, parent meetings, and literacy nights. Title I teachers coordinate with VPK teachers to discuss specific learning needs and referrals.
6	Redlands Christian Migrant Association.	School informs parents at the Redlands about our Kindergarten Roundup in the spring with flyers delivered to the 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	Enlist parents for Parent Involvement Team at SAC meeting	Jose Blanco	September 2014	list of parents names
2	Plan meeting with Title I Leadership Team and SAC	Ramon Echeveria, Kim Garcia, Jose Blanco, Shelly Miedona	September 2014	agenda/ sign in sheet
3	Info home on connect Five	Jose Blanco	October 2014	Connect Five printout
4	Send information flyers home	Jose Blanco	October 2014	flyer

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: Fellsmere Elementary will offer parent meetings at different times during the day and evening. Our goal is to host a number of meetings at different times in order to meet the needs of our families.

SAC meetings are in the morning. PTA meetings are in the afternoon and/or morning. Parent training and information meetings are at 6:00. Parent conference meetings are offered anytime between 7:30 a.m. and 8:00 p.m. during conference week. Teachers are also available before and after school as needed and when appointments are made.

Food and child care may be offered for Parent Trainings and Information Nights.

Parents are invited to come for special activities during the school day.

During the school year, there are Parent Involvement Activities on weekends and/or weeknights.

Title I Program staff work with parents and teachers to coordinate and provide flexibility in the scheduling of conferences. (ie child care, home visits, etc)

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	District Title I Annual	Alice Blanco, Jose	Involve parents in	September	open

	Meetings	Blanco, Karen Malits, Title I District Resource teachers, School Administrator	planning		communication with parents
2	School based Title I Annual Meetings	Jose Blanco,Ramon Echeverria, Kim Garcia, Karen Malits	involve parents in planning;discussion of barriers	September	input from parents
3	Orientation	Ramon Echeverria, Jose Blanco	Provide information about schedules	August	Parents more comfortable in school
4	Back to School Open House	Administration and Staff	Provide parents with expectations for students	September	Parents are prepared to work with their children
5	SAC meetings/ PTA meetings	Ramon Echeverria, Kim Garcia	Information to parents; input from parens	Monthly-8 times yearly	Administration and parents working together
6	Parent Teacher Conferences	All staff	Provide information on child's current level and develop a plan to reach their goals	November, February, April	Academic improvement of students
7	Parent Involvement Activities Calendar	Kim Garcia	Involve parents in attending events to help them support their child	September - February	Increase numbers of parents attending events
8	Award Ceremonies	Ramon Echeverria, Kim Garcia	Encourage and acknowledge achievemnt success	November, February, April, May	Improved academic success
9	Family Celebrations	Administrative Staff/PTA	Parents involved in school activities	Spring TBD	More parents involved in school
10	FSA Night- how and when the students will be assessed; how parents can help prepare the child	Resource and classroom teachers	Provide information on standards and how to help your child	TBD	Academic improvement of students
11	K-1 Night Parents are given ideas to work with their children at home.	Resource and classroom teachers	Provide information on expectations and how parents can help the child	Spring 2015	Academic improvement of students
12	2-3 Night- Teachers demonstrate specific skills and strategies which will be taught, parents work with students in activities	Resource and classroom teachers	Provide information on epectations and how parents can help the child	Spring 2015	Academic improvement of students
13	Science Fair Night	Classroom teachers	Provide information on epectations and how parents can help the child	November	Academic improvement of students
14	4-5 Night- support parents with best practices for children in grades 4-5	Resource and classroom teachers	Provide information on expectations and how parents can help the child	Spring 2015	Academic improvement of students
15	Culminating Math and Science Camp Activity	Title I Team District staff, School Administration, Math/Science Camp Teachers	Students will demonstrate what they have learned during Math and Science Camp	June	Improved academic success
16	READY for	Sue Curtis: Learning	Students more prepared	October,	Higher FLKRS

	Kindergarten	Alliance	for Kindergarten	December, February	scores
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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	School-Family Partnership	Ashley Courtney, Beth Hofer	Training to provide strategies for working with parents	December	Parent involvement increase
2	Consultation with teachers	Jose Blanco & Alejandrina Mickett	Training for provide strategies for working with parents	Throughout the school year	Increased parent participation

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 Resources-in Media center

Learning Alliance Parenting Class:

READY for Kindergarten

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: Fellsmere Elementary School will provide parents with timely information by:

- back pack letters
- Connect Five in English and Spanish
- emails home
- Personal calls home

- home visits
- monthly PTA newsletter with "Principal's Corner"
- school marquee
- school website
- district website
- Orientation Night
- Back to School Night
- FSA Parent Night
- k-1 Family Night
- 2-3 Family Night
- 4-5 Family Night
- Science Fair Night
- Title I meetings
- Title I Part C Migrant & Title III Parent Meetings
- SAC meetings
- PTA/PTO
- conferences with the teacher
- conferences with the principal (as needed)
- Thursday Folders (sent one time weekly with all pertinent information)

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 PI Plan is discussed during SAC meetings and Title I Annual meeting with all parents, distribute to those requesting. Parents of students who were unable to participate in the SAC meeting receive a PI Plan via backpack upon request. Parents requesting the Plan in Spanish are supplied individual translators. The Plan is also summarized into a brochure that is also available in English and Spanish. Hard copies are also available at the district office and in the front office of each school. The PI Plan will also be posted on the district's and Title I website.

All written communication is provided for parents in English and Spanish. These are the primary languages spoken in the homes of our students. Whenever feasible, the district will provide translations in other languages either by volunteers, district employees or

outside companies. All Title I schools have bilingual staff who serve as interpreters to ensure that all parents are fully able to participate in parent meetings and activities. The district's Title I Parent Specialist is also bilingual and facilitates communication between the home and the school. The Title I Office works closely with the district's ESOL and Title III program to ensure that specific language barriers are addressed and also collaborates in the implementation of parent involvement activities and meetings.

The district also works collaboratively with the Exceptional Student

Education department to ensure that parents may fully benefit from the parent involvement activities.

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:
☒ Not Applicable

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	District Title I Annual Meeting	1	12	Open Communication with Parents
2	School Based Annual Title I Meeting	1	56	Input from parents and teach parents about Title I
3	Back to School Open House	1	337	Teach parents how to helps students be more successful in school
4	SAC/PTA meetings	3	15	Parents and Administration working together
5	Summer School Orientation	1	129	Help parents and students feel more comfortable in school setting
6	Thanksgiving Lunch	1	87	Celebrate Family
7	Parent/Teacher Conferences	2	154	Improved academic performance of students
8	FCAT Night	1	56	Academic Improvement of Students
9	Reading Nights	2	74	Academic Improvement of Students
10	Culminating Summer School Event	1	34	Celebrate Success of Students

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	School Family Partnerships	1	55	Teachers working meaningfully 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 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	Time and Location of meetings	Schedule meetings at different times of the day, before or after school. Adjust setting of visitation (ex. home visit)
2	Parents who work multiple jobs.	Schedule meetings at different times-before, during, after school or make phone conferences.

3	Parents speak a heritage language other than English	Provide interpreters to facilitate meeting.
4	Parents feel uncomfortable in school's setting.	Train staff to ensure that parents feel welcome in their child's school.

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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