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

I, Earnest Williams , 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:** To work collaboratively with parents, community and teachers for student success. |

**Review Rubric:**  
Mission statements are written concisely, free of jargon, and parent-friendly and inspire stakeholders to be involved and supportive of the program. Strong mission statements include:

 Explanation of the purpose of the parental involvement program;

 Description of what will be done; and

 Description of the beliefs or value of the LEA.

**Review Status:** Adequate   
  
**Review Comments:**

**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:** The Schoolwide Title 1 Committee will be responsible for planning and making improvements for Southside Title 1 program. The Schoolwide committee consists of volunteers that represent grade level teachers, resource teachers, Title 1 teachers, non-instructional staff, parents, and administrator. Southside will conduct an Annual Title 1 Committee Spring Meeting and invite parents to attend and participate in reviewing past year's Title 1 programs, assist with making improvement in next year's programs, and how Title 1 funds will be used. Parents will be notified through notices sent home with students prior to meeting date, as well as, posted in school newsletter and Southside Elementary School website. Minutes will be taken and kept from Annual Title Spring Meeting. Activities and workshop ideas were discussed and voted on for implementation of school involvement. Parent/Student Compact was reviewed at the spring Title 1 meeting with minor changes implemented. School Advisory Committee met to discuss activities to increase parental involvement at their October meeting. Both the Title 1 Committee and School Advisory Committee have parents serving as active members. |

**Review Rubric:**  
Strong responses include:

* Identification of the group responsible for the development, implementation and evaluation of the plans;
* Description of the procedures for selecting members of the group;
* Explanation of how the input from parents will be documented; and
* Description of the process and involvement of parents in the development of required plans; and
* 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)].

**Review Status:** Adequate   
  
**Review Comments:**

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**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 | VPK | School improvement plan includes programs for students entering the public school program. Activities may include VPK and K teachers meeting to discuss students' needs, parents meetings to discuss transition. |
| 2 | Title 3 | The ESOL coordinator helps to support parents of other languages and their students in communicating in the school. |
| 3 | IDEA | Title 1 services will be discussed with parents during the development of their IEP. |
| 4 | Title 1 | School will coordinate parent involvement with the Title 1 activities to provide materials, supplies, and transportation with parents. |

**Review Rubric:**  
Strong responses include:

* Identification of the specific federal programs; and
* Description of how the programs will be coordinated.

**Review Status:** Adequate   
  
**Review Comments:**

**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 | Set Date for Schoolwide Annual Title I Meeting | Earnest Williams, Principal | August, 2014 | Title 1 Committee Sign in Roster |
| 2 | Advertised date of School Wide Annual Title 1 Meeting - Newspaper and flyer | Cheryl Chalker, Secretary | August, 2014 | Copy of flyer and newpaper announcement |
| 3 | Produced Presentation of school data and Title 1 issues | Denise ricks, Assistant Principal | August 2014 | Powerpoint |
| 4 | Hold Schoolwide Annual Title 1 Meeting | Earnest Williams, Principal | September, 2014 | Parent Sign in Roster |
| 5 | Discuss Parent Involvment and Compact | Earnest Williams, Prinicpal; Classroom Teachers | September, 2014 | Completed Compact form and meeting minutes |

**Review Rubric:**  
Strong responses include:

* Identification of specific activities or tasks;
* Identification of the person(s) responsible for completing the task;
* Reasonable and realistic timelines; and
* Description of the evidence the school will use to demonstrate the effectiveness and/or completion of the activity/task.

**Review Status:** Adequate   
  
**Review Comments:**

**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:** Southside Elementary will offer Title I meetings for parental involvement throughout the school year. Varied meeting times to accommodate increased parental attendance will be held in morning, afternoon, and evening. Childcare and transportation accommodations will be provided on an as needed basis. Home visits and other services related to parent involvement may also be provided. |

**Review Rubric:**  
Strong responses include:

* Description of the process the school will use to ensure that workshops/meetings are offered at a flexible times; and
* Specific examples of the flexible schedule offered to parents.

**Review Status:** Adequate   
  
**Review Comments:**

**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 | Understanding FSA/Distribute documents related to FSA (sample tests) | Audrey Murphy | Provide information to parents on content standards | February, 2015 | Increased student success on FCAT |
| 2 | Hard copy distribution of agendas | Cheryl Chalker | Provide communication between teachers and parents | August, 2014 | Increased communication with parents |
| 3 | Teacher Meet & Greet | Earnest Williams, Principal | Early communication with teachers/parents | August, 14, 2014 | Parent sign in sheets |
| 4 | Kindergarten Orientation | Kindergarten Teachers | Parent training and information | May, 2015 | Parent Participation sign-in |
| 5 | Community Back to School Fair | Earnest Williams | Provide information to parents and students about school and programs | August 8, 2014 | Parent participation sign-in |
| 6 | Book BINGO with appropriate grade level materials available to all students | Audrey Murphy | Parent training and informationation on reading with children at home. Increase reading scores in fluency and comprehension | October 2014; January 2015 | Parent participation sign-in |
| 7 | FOCUS | Denise Ricks | Parent will have real-time information on their student's academic progress. | September 2014 (on going) | Parent participation and FOCUS reports |
| 8 | Open House | Earnest Williams | Parent communication and information | September 11, 2014 | Parent participation and sign in sheets |

**Review Rubric:**  
Strong responses include:

* Description of the content and type of activity including the following: o The state’s academic content standards and state student academic achievement standards, State and local assessments including alternative assessments, Parental involvement requirements of Section 1118, and How to monitor their child’s progress and work with educators to improve the achievement of their child;
* Identification of the person(s) responsible;
* Correlation to student academic achievement;
* Reasonable and realistic timelines; and
* Description of the evidence the LEA will use to demonstrate the effectiveness and/or completion of the activity/task

**Review Status:** Adequate   
  
**Review Comments:**

**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 | FOCUS Website Training-Grade Book | Dan Wells | Parent Communication, information and student progress | August 2014-current | Parent registration on Edline |
| 2 | Resistant Learners, Training | Earnest Williams | Parent-Teacher- Student Relationship and communication, and to enhanced instructional strategies | September 2014-current | Sign in sheets, lesson plans, class activities |

**Review Rubric:**

 Content and type of activity including the following:Valuefollowing:

* Valuing of parental involvement,
* Communicating and working with parents,
* Implementation and coordination of parental involvement program,
* Building ties between home and school,; and
* Cultural sensitivity;

 Identification of person(s) responsible;

 Correlation to student academic achievement;

 Reasonable and realistic timelines; and

 Description of the evidence the LEA will use to demonstrate the effectiveness and/or completion of the activity/task.

**Review Status:** Adequate   
  
**Review Comments:**

**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:** Student agendas and folders will be purchased with Title 1 funds to all students to encourage and support parents in participating in their childs education. Documentation will include parent/teacher communication provided by the agenda throughout the year. |

**Review Rubric:**  
Strong responses include:

* Identification of the type of activity;
* Specific steps necessary to implement this activity;
* Person(s) responsible;
* Timeline; and
* Description of the evidence the school will use to demonstrate the effectiveness and/or completion of the activity/task.

**Review Status:** Adequate   
  
**Review Comments:**

**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:** Information about Title I programs will be given to parents in School and Classroom newsletters, fliers, school and classroom website, student agendas, radio announcements, and school sign. Notification of meetings/activities will be 1 to 2 weeks prior to the meeting.     District Parent Involvement Guide is made available to all parents at school site.      All subject area curriculum for students (K-5) is based on Florida Sunshine State Standards and Common Core Standards, using state adopted texts and materials. Students are assessed throughout the year using the Continuous Improvement Model, Performance Matters, Core Assessments, FAIR, and FCAT. Students are expected to meet state proficiency levels in core subjects.    Parents are allowed opportunities to provide suggestions for improvement of the education of their children. Parent conferences will be held as requested by parents or teachers.     School climate survey allows parents opportunity for input regarding their child's education and to assess the effectiveness of parent communication through website, agenda, home folders and newsletters along with activities. Results of survey are conveyed and reported at school level and district level.    If parent(s) are not satisfied with the school wide plan, information will be submitted to the LEA. |

**Review Rubric:**  
Strong responses include:

* Process for providing information to parents;
* Dissemination methods;
* Reasonable and realistic timelines for specific parent notifications; and
* Description of how the school will monitor that the information was provided.

**Review Status:** Adequate   
  
**Review Comments:**

**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:** Parents with disabilities will be provided the opportunity to request auxiliary aids and services of their choice.    The PIP will also be printed in English and Spanish upon request and provided to all parents at the beginning of the school year and available at Southside Elementary.    School wide parent involvement activities will be open and accessible to all parents.    Parents with limited English proficiency, disabilities, and migratory children will receive accommodations (interpreter, announcements and information written in native language, physical accommodations, transportation, childcare) needed for participation in parental activities.     Parents will receive information is a format that is practical in presentation and content for understanding of all parents. |

**Review Rubric:**  
Strong responses include:

* Process the school will use for translating information into a parent’s native language;
* Description of how the school will ensure that parents with disabilities will have access to parental involvement activities and/or services;
* Description of how the school will ensure that information is available to parents considering the fluctuating student populations;
* Specific languages in which information will be provided; and
* Process the school will use to monitor that schools provide information to parents in a language they can understand, if feasible.

**Review Status:** Adequate   
  
**Review Comments:**

**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:

X Not Applicable

**Review Rubric:**  
Strong responses include:

* Identification of the activity which may include the following:
* Involving parents in the development of staff training, providing literacy training, paying reasonable and necessary expenses to conduct parental involvement activities, training parents to help other parents, adopting and implementing model parental involvement programs, organizing a local education agency parent advisory council, and/or developing roles for community organizations and/or business in parental involvement activities;
* Description of the implementation strategy;
* Identification of person(s) responsible;
* Correlation to student academic achievement; and
* Reasonable and realistic timelines.

**Review Status:** Adequate   
  
**Review Comments:**

**Upload Evidence of Input from Parents**

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

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| [Uploaded Document](file:///C:\Users\clyattc\Downloads\fileUploads\040081_2014-2015_uploadEvidenceParentInput.pdf) |

**Review Rubric:**

**Review Status:** Adequate   
  
**Review Comments:**

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**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:///C:\Users\clyattc\Downloads\fileUploads\040081_2014-2015_uploadCompact.pdf) |

**Review Rubric:**  
School-Parent Compact must include the following components:

* Description of the school’s responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables children to meet the State’s student academic achievement standards;
* Identification of ways parents will be responsible for supporting their children’s learning (for example, monitoring attendance, homework completion, or television watching; volunteering in their child’s classroom; and participating as appropriate in decisions relating to the education of their children and positive use of extracurricular time); and
* Highlight the importance of communication between teachers and parents on an ongoing basis through, at a minimum: parent-teacher conferences in elementary schools, at least annually, during which the compact will be discussed as it relates to the individual child’s achievement; Frequent reports to parents on their child’s progress; and Reasonable access to staff, opportunities to volunteer and participate in their child’s class, and observation of classroom activities; and
* Evidence that parents were involved in the development/revisions to the compact [Section 1118(d), ESEA].

**Review Status:** Adequate   
  
**Review Comments:**

**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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| [Uploaded Document](file:///C:\Users\clyattc\Downloads\fileUploads\040081_2014-2015_uploadCompactEvidence.pdf) |

**Review Rubric:**

**Review Status:** Adequate   
  
**Review Comments:**

## 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 | Open House | 1 | 175 | Parent communication enhances student achievement. |
| 2 | Parent Night/Book Bingo | 2 | 500 | Parent communication, enhanced instructional strategies |

**Review Rubric:**  
Strong responses include the content and type of activity, number of activities, number of participants, and the correlation to student achievement.

**Review Status:** Adequate   
  
**Review Comments:**

**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 | Cultural Sensitivity Training | 1 | 40 | Increased understanding of the student population will enhance teacher students relationships. |

**Review Rubric:**  
Strong responses include the content and type of activity, number of activities, number of participants, and the correlation to student achievement.

**Review Status:** Adequate   
  
**Review Comments:**

**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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Transportation | provide transportation to key events |
| 2 | Child care | arrange for onsite supervision of younger children |
| 3 | Time of day | provide dinner when appropriate |
| 4 | ELL students | personal invitations and arranging for interpreters |
| 5 | Communication | Using multiple methods to ensure students are informed of the activities on the campus. |

**Review Rubric:**  
Strong responses include:

* Identification of barrier which hindered participation by parents in parental involvement activities (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); and
* Description of how the LEA will use the information gathered from the evaluation to design strategies for more effective parental involvement policies described in Section 1118.

**Review Status:** Adequate   
  
**Review Comments:**

**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** |

**Review Rubric:**  
Activities described in this section should be correlated to student achievement and include sufficient detail that another LEA or school could use the information to develop a similar program.

**Review Status:** Adequate   
  
**Review Comments:**