

## W. W. IRBY ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan 2014-2015

I, Valdenora Fortner, 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 school wide 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)].

*Valdenora Fortner*

Signature of Principal or Designee

*May 9, 2014*

Date Signed

**Mission Statement**

## Parental Involvement Mission Statement (Optional)

**Response:** At W.W. Irby Elementary, today's learners will become tomorrow's leaders through a stimulating, child-centered environment. We value our partnership with parents in educating students and believe that parent involvement will increase student achievement.

---

**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:** At W.W. Irby Elementary we believe that our Title I program will be most successful and beneficial to students when parents are involved in the planning, review and improvement of the program. Our school's SAC is involved in the development, implementation and evaluation of school-wide plans, such as the Irby's Title 1 School Improvement Plan, Irby's Title 1 Parent Involvement Plan, Title 1 Home-School Compact, and expenditures. The SAC is comprised not only of faculty and staff of Irby Elementary, but also community members and parent representatives and meets 4 times per year. All parents are invited to serve on the SAC through an invitation letter that is sent home. The invitation is also included in an Irby newsletter. A ballot is distributed to parents with the names of those wishing to serve on the committee. Ballots are collected and members identified. Minutes are kept at each SAC meeting to document parent input and signatures document all those present. Minutes are shared with all committee members and then maintained to be shared with all interest parties.

Our school sends out a climate survey each January to receive feedback and input from parents. The SAC will review the climate survey findings. At each of the Title I sponsored Parent Involvement workshops held each year, parents are asked to fill out an evaluation of the workshop which includes feedback on its value and effectiveness. The feedback and any other parental input throughout the year are taken into consideration when planning school-wide programs, improving the Title 1 program, etc. for the following year.

---

**Coordination and Integration**

Describe how the school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1118(e)(4)].

Count	Program	Coordination
1	Head Start	Kindergarten Roundup event for parents, including parents of Head Start students. Leadership Team will coordinate the event. Principal, CRT, BRT, School Counselor, the Kindergarten Team Leader, School Nurse, School Resource Officer, and the Manager of Food Services will make presentations. The event is advertised through local media and fliers. The focus of Kindergarten Round-Up is to provide information to parents of pre-school children who will be entering public school for the first time. Information includes Health Department Services, EDEP sign-up, PTA membership, early academic skills and the Title 1 purchased "Ready for School" activity poster. ESOL translation, information and assessments are also provided. Parents will schedule K Readiness screening.
2	Head Start	All W.W. Irby Head Start parents are invited to the Open House, Educational Fair "Family Fun Night", and other appropriate parental involvement events (i.e. Dad's Volunteer Luncheon).

---



### 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 (school wide 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	1. Develop Agenda, Handouts, and Presentation Materials	1. Principal, Title I Lead Teacher	1. August-October	1. Copies of agendas, PowerPoint presentation and handouts
2	2. Publicize Event	2. Principal, Title I Lead Teacher	2. August-October	2. Posting on school website, copy of school invitation, notice on school marquis, FONE Home, and notified through EDLine
3	3. Develop Sign-In sheets	3. Principal, Title I Lead Teacher	3. August-October	3. Sign-In sheets for meeting
	4. Maintain Documentation	4. Principal, Title I Lead Teacher	4. August-October	4. Title I documentation box housed in Title I closet
5	5. Conduct Annual Meeting and Disseminate Title 1 Information Handouts	5. Principal, Title I Lead Teacher	5. August-October	5. Minutes, agenda, parent sign-ins, evaluations

### 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:** W.W. Irby Elementary offers parent meetings and workshops at flexible times throughout the year. The annual Title I meeting and three grade-level specific (K-2<sup>nd</sup> grade) parent involvement workshops will be held at the beginning of the school day. Child care will be provided. Workshop materials and individual trainings will be made available by appointment with the Title I Lead Teacher. In addition, a Math Extravaganza (Winter) and Reading (Spring) Picnic will be held afterschool on an early release Wednesday afternoon. The Meet the Teacher event will be held in the afternoon. The beginning of year Open House and the end of year Educational Fair (Family Fun Night) will be held in the evening. Close collaboration with the SBAC ESOL Home-School Liaison and the Multi-County Migrant Education Department for translations as needed. Home visits will be conducted by the Leadership Team and the classroom teacher on an as needed basis. The Title 1 Parent Resource Area will be available during the school day, as well as before and after school, and includes the Title 1 Parent Resource Area Notebook, parent information and resources (books, pamphlets, and flyers), parent/child language, math, and science checkout activity backpacks, community information, and important school notices (English and Spanish).

### 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	Annual Title 1 Meeting	Principal, CRT Title I Lead Teacher	Improve the ability of parents in understanding the nature, guidelines, allocation of Title 1 funds, the goal of improving student achievement, and parent rights under the Title 1 No Child Left Behind Act.	September	Minutes, Agenda, Parent Sign-Ins, Evaluations
2	Meet the Teacher	Principal, CRT, Title I Lead Teacher, K-2 Grade Level Teachers	Improve the parents' knowledge of school and grade level rules, procedures, expectations, and curriculum.	August	Parent Sign-In Sheets, Sample copies of information and/or materials distributed to parents

3	Open House (Back to School Night)	Principal, CRT, Leadership Team, Title I Lead Teacher, Faculty and Staff Resource Teachers	Improve the parents' knowledge of school and grade level rules, procedures, expectations, and curriculum. Provide parents with strategies to help improve academic success.	September	K-2 Grade-Level Agendas, Parent Sign-Ins, Sample copies of information, and/or materials distributed to parents Evaluations
4	"BEAR"y Up Into A Good AR Book	Title I Lead Teacher, Principal, CRT	Improve the ability of parents to work effectively with their children at home on reading to raise achievement. Provide parents with grade level vocabulary and a mini-lesson of how to help their child choose a book that is on their independent reading level and how to help their child decode words. Parent and child will have the opportunity to choose and read an Accelerated Reader Book and take an A.R. Test in the computer Lab.	October	Agenda, Parent Sign-Ins, Evaluations, Sample copies of information and list of materials given to parents
5	Parent Workshop: "Florida Standards Based Kindergarten Learning Activities"	Title I Lead Teacher, Principal, CRT	Improve the ability of parents to work effectively with their children at home to raise achievement.	October-February	Agenda, Parent Sign-Ins, Evaluations, Sample copies of information and list of materials given to parents
6	Parent Workshop: "Florida Standards Based 1 <sup>st</sup> Grade Learning Activities"	Title I Lead Teacher, Principal, CRT	Improve the ability of parents to work effectively with their children at home to raise achievement.	October-February	Agenda, Parent Sign-Ins, Evaluations, Sample copies of information and list of materials given to parents
7	Parent Workshop: "Transitioning into Third Grade and Florida Standards Based 2 <sup>nd</sup> Grade Learning Activities" (Third Grade Expectations and the new state adopted AIR Assessment)	Title I Lead Teacher, 3 <sup>rd</sup> Grade Teachers, Principal and CRT (Irby/Alachua Elem.)	Improve the ability of parents to work effectively with their children at home to raise achievement.	October-February	Agenda, Parent Sign-Ins, Evaluations, Sample copies of information and list of materials given to parents
8	Math Extravaganza	Title I Lead Teacher, Principal, CRT	Improve the ability of parents to work effectively with their children at home to raise achievement. Provide parents/children with math strategies and ideas that support Common Core.	January-February	Agenda, Parent Sign-Ins, Evaluations, Sample copies of information and list of materials given to parents
9	Reading Picnic	Title I Lead Teacher, Principal, CRT	Improve the ability of parents to work effectively with their children at home to raise achievement. Provide parents/children with reading strategies and comprehension prompts to foster comprehension and supports Common Core.	April	Agenda, Parent Sign-Ins, Evaluations, Sample copies of information and list of materials given to parents



10	Dad's Volunteer "You Make A Difference!" Luncheon	Title I Lead Teacher, Principal, CRT	Demonstrate and share tips on the importance of a fathers' involvement in their child's education, which research suggests may be the key to academic success. Luncheon sponsored by PTA.	March-April	Agenda, Parent Sign-Ins, Evaluations, Sample copies of information and list of materials given to parents
11	ESOL (Fall) Parent Meeting	Title I Lead Teacher, Principal, CRT	Improve the ability of ESOL parents to work effectively with their children at home to raise achievement. Provide parents with information about the ESOL Reading Book Check-Out Closet and the Spanish Parent Resource Area Kits (located in the Media Center).	August-September	Agenda, Parent Sign-Ins, Evaluations, Sample copies of information and list of materials given to parents
12	ESOL (Spring) Parent Meeting	Title I Lead Teacher, Principal, CRT	Improve the ability of parents to work effectively with their children at home to raise achievement. Provide parents with " <u>Tips for Reading With Their Child</u> ", comprehension Question prompts for fiction and non-fiction texts, and children's literature in native language	April	Agenda, Parent Sign-Ins, Evaluations, Sample copies of information and list of materials given to parents
13	<u>"Kids Learn! Getting Ready for 3<sup>rd</sup> Grade"</u>	Title I Lead Teacher, Principal, CRT	Improve the ability of parents to work effectively with their children at home over the summer in order to raise achievement and prevent the "summer slide." Parents are encouraged to return evidence of their child's practice work and pre-test and post-test assessment to the school at the beginning of the new school year.	April-May	Agenda, Parent Sign-Ins, Evaluations, Sample copies of information and list of materials given to parents
14	Educational Fair "Family Fun Night"	Title I Lead Teacher, Principal, CRT	Interact with Parents and children at school. Parents will visit K-2 grade level quads and the science lab. Parents will be given summer ideas , tips, websites, and reading vocabulary for helping their child continue their learning throughout the summer in order to raise achievement. There will also be a " <u>Make-It, Take It</u> " session, in which parents will make reading and math games that will help prevent the "Summer Slide." Free dinner sponsored by PTA, grade-level musical performances, and art work will be displayed. In addition,	April	Agenda, Parent Sign-Ins, Evaluations, Sample copies of information and list of materials given to parents

			parents will have an opportunity to complete Irby's Climate Survey on-line and students will have an opportunity to take an AR Test with their parents.		
15	Merrillwood "Spring Fling" Outreach Event (Low-Income Housing Neighborhood)	Title I Lead Teacher, Principal, CRT, K-2 Teacher (Voluntary)	Interact with Parents and children in their home environment. Provide parents with " <u>Tips for Reading With Their Child</u> ", reading web-sites, bookmarks with comprehension questioning prompts, and <u>How to Choose a "Just Right" Book</u> " strategies in order to raise achievement and prevent the "summer slide." *** This is contingent upon securing a grant or PTA donated funds. ***	May	Agenda, Parent Sign-Ins, Evaluations, Sample copies of information and list of materials given to parents
16	Title I " <u>Parents Make a Difference</u> " Newsletter in English and Spanish (Available on school's website and a copy is located in the Title 1 Parent Resource Notebook located in the Media Center.)	Title I Lead Teacher/ FCIMS Facilitator, Principal, CRT	Tips and strategies to help parents improve student learning at home, raise achievement, and suggestions for effective discipline practices.	August-June	Distribution numbers, parent feedback
17	Parent Resource Area	Title I Lead Teacher, Principal, CRT	Provide parents with information, tips, and strategies in order for them to interact with their child at home and raise achievement. Available for check-out in English and Spanish are: language, math, and science activity backpacks, "We Both Read" shared reading books, and various "25 Ways Parents Can..." pamphlets.	August-June	Title 1 Lead Teacher will review and replenish the inventory of free information flyers and pamphlets and review the documentation of parent check-out materials.
18	Kindergarten Round-Up	Principal, CRT, BRT, Counselor, Title I Lead Teacher, School Staff, Kindergarten Team Leader, Kindergarten Teachers	Improve the ability of incoming Kindergarten Parents in registering and learning about the Leadership Team, the school climate, and the curriculum for Kindergarten.	May	Agenda, Parent Sign-Ins, Evaluations ?, Sample copies of information and list of materials given to 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(3)].

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Dissemination, implementation, and coordination of Irby's Parental Involvement Plan and Irby's Title Home-School Compact	Principal, CRT Title I Lead Teacher	Increase the ability of Faculty and Staff to work with parents in order to increase student achievement.	August-June	Parent participation and attendance at school events.  Signed Title 1 Home-School Compact by principal, teachers, parents, and students (audit file).
2	Tips for involving parents and timelines for parent events and school activities included in principal's weekly bulletins, staff/faculty meetings, PTA/SAC meetings, marquee, monthly parent newsletter/calendar	Principal, CRT	Increase the ability of Faculty and Staff to work with parents in order to increase student achievement by keeping parents informed of school events and activities	August-June	Copy of Faculty and Staff Weekly Bulletin, Monthly Parent Newsletter/Calendar, Parent participation and attendance at school events, Climate Survey Results
3.	Review of key concepts from the book, <b>"101 Ways To Create Real Family Engagement"</b> by Steven Constantino, ED.D	Title I Lead Teacher, Principal, CRT	Increase the ability of Faculty and Staff to work with families in order to increase student achievement.	August-June	Team Leader Agenda, Sign-In Sheets, K-2 Team Meeting Minutes, Climate Survey Results
4.	Monthly Parent Involvement Refresher Tips, Strategies, articles, and/or websites.	Title I Lead Teacher	Increase the ability of Faculty and Staff to work with families in order to increase student achievement.	August-June	Team Leader Agenda, Sign-In Sheets, K-2 Team Meeting Minutes, Climate Survey Results
5.	Four (4) Modules of Parent Involvement (Modified)	Title I Lead Teacher and Principal	Increase the ability of Faculty and Staff to work with families in order to increase student achievement.	August-June	Team Leader Agenda, Sign-In Sheets, K-2 Team Meeting Minutes, Climate Survey Results

## 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: Irby's Parental Involvement Resource Area will be advertised through the following mediums:** Title 1 Annual Meeting, K-2 grade-level parent involvement meetings, Fone-Home message along with a flyer (beginning of the school year), school-website, and published in the principal's monthly newsletter (first and second semester). The advertisements in English and Spanish (if available) will inform parents of the location (Media Center), hours available, the purpose, and types of resources that are available for free or check-out. Throughout the school year resources will be updated as requests and funds are available. The Title 1 Lead Teacher will be responsible for maintaining and monitoring the materials utilized or checked out by parents in order to determine the effectiveness of increasing student achievement.

---

## 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:** At the annual Meet the Teacher event in August, parents will be provided with a packet of information which includes the Title I school-wide notification letter, Title 1 Parent's Rights notification, District Title 1 Parent Involvement Plan, Irby's Title 1 Home-School Compact, and Irby's Title I Parent Involvement Plan. Irby will monitor that the information was provided by collecting signatures on the cover sheet indicating that parents received all notifications within the packet. All documentation is filed in the Title 1 Audit File.

An annual Title I meeting will be held in September where information will be presented about the school-wide Title I program, curriculum standards, and academic assessments. Title I will sponsor three formal grade-level (Kindergarten, First, and Second Grade) parent involvement workshops which will inform parents of curriculum and assessment standards and provide materials and strategies (English/Spanish) to help their children meet the new adopted state standards. Parents will be provided with written FAIR FS testing results with an explanation of their child's progress three times per year. Progress reports and report cards are distributed on a quarterly basis to help parents monitor their child's academic achievement.

Parents are encouraged to meet with the school administrator, members of the school leadership team, and faculty and staff. Parents are also encouraged to maintain a close working relationship with the teachers of their children. The school and teachers provide communication opportunities with parents on a daily and as needed basis. Irby's school-wide information is disseminated through the principal's monthly newsletter, school-wide calendar featuring school events and activities, Fone home messages, EDLine, marque and flyers (available in Spanish to the extent practical). We utilize community resources as needed in order to inform parents of available medical, social, and academic support services. Teachers communicate through daily planners, weekly grade-level/classroom newsletters, notes, telephone calls, and through scheduled formal and informal parent conferences. Parents are expected to attend 1 conference per school year. At all parent conferences the Title 1 Home-School Compact is reviewed with parents. Teachers discuss how the compact relates to the success of each individual child. This ensures a strong home-school connection and allows all stakeholders to have a voice. Parent Signature is required for documentation.

Parents are encourage to join and participate in our School Advisory Council (SAC) and other school committees (PTA) to help in the improvement, planning, and review of the Title 1 Home-School Compact, the Title 1 Parental Involvement Plan, the Title 1 program, and the School Improvement Plan. Parents are also encouraged to provide feedback on the Title 1 Input Form, Climate Survey, and parental involvement activity evaluations. The feedback and any other parental input throughout the year are taken into consideration when planning school-wide programs, etc. for the following year.

---



## 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:

**Note:** The following Title 1 Documents have been translated and disseminated in Spanish.

- District Title 1 Parental Involvement Plan
- Irby's Title 1 Home-School Compact

An ESOL (ELL) Title 1 parent meeting will be held in the fall and spring in order to provide information regarding ways parents can help their child achieve in school, and resources available at the school (ESOL Book Check-Out Closet and Spanish Parent Information Pamphlets) and in the community. Translator will be provided. Title I provides a "Parents Make A Difference" monthly newsletter that is available in Spanish (located on school's web-site and a hard copy is available in the Media Center's Parental Involvement Area.)

There is an ESOL Handbook located in the front office to assist families with enrollment forms in a variety of languages. The Database manager will run a current list of ELL students 4 times per year to help identify the needs of bilingual students in the Irby population. Our school works in close collaboration with the SBAC ESOL Home-School Liaison and the Multi-County Migrant Education Program. They will help translate, recruit, and provide transportation so migrant parents can attend (K-2) grade-level parent involvement meetings and other school functions. We will use Transact and/or Microsoft Word Translate Option for help in translating school information, classroom news, parental involvement tips, and strategies about helping their child learn at home, in order to increase student achievement in a user friendly native language format. The Principal and staff members are available on a daily basis for oral interpretation for Spanish speaking parents. ELL parents feel very comfortable is asking for guidance, help, and interpretation.

## 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)];	Hold meetings and workshops at times convenient for parents	Principal, CRT, Title 1 Lead Teacher, School staff	Increasing parent involvement to increase student achievement	August-June
2	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e) (13)].	Developing roles for business partners/ Business partner donations for reading/parent activities/Utilizing faith-based community partners to help advertise for parent involvement events.	W.W. Irby staff and business partners (Frosty Jacks, Sonny's, Wal-Mart Distribution Center, Dollar General, Hitchcocks, and RTI)	Raising reading achievement	August-June

## Evaluation of the 2013-2014 Parental Involvement Plan

### Building Capacity Summary

Provide a summary of activities provided during the 2013-2014 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	Annual Title 1 Meeting	1	26	Improve the ability of parents in understanding the nature, guidelines, allocation of Title 1 funds, the goal of improving student achievement, and parent rights under the Title 1 No Child Left Behind Act.
2	Meet the Teacher	1	307	Improve the parents' knowledge of school and grade level rules, procedures, expectations, and curriculum
3	Open House (Back to School Night)	1	175	Improve the parents' knowledge of school and grade level rules, procedures, expectations, and curriculum. Provide parents with strategies to help improve academic success.
4	Parent Workshop: "Common Core Based Kindergarten Learning Activities"	1	12	Improve the ability of parents to work effectively with their children at home to raise achievement.
5	Parent Workshop: "Common Core Based 1 <sup>st</sup> Grade Learning Activities"	1	30	Improve the ability of parents to work effectively with their children at home to raise achievement.
6	Parent Workshop: "Transitioning into Third Grade and Common Core Based 2 <sup>nd</sup> Grade Learning Activities" (Third Grade Expectations and the FCAT Assessment)	1	14	Improve the ability of parents to work effectively with their children at home to raise achievement.
7	Reading Picnic	1	35	Improve the ability of parents to work effectively with their children at home to raise achievement. Provide parents/children with reading strategies and comprehension prompts to foster comprehension and supports Common Core.
8	Dad's Volunteer "You Make A Difference!" Luncheon	1	63	Demonstrate and share tips on the importance of a fathers' involvement in their child's education, which research suggests may be the key to academic success. Luncheon sponsored by PTA.
9	ESOL (Spring) Parent Meeting	1	4	Improve the ability of ESOL parents to work effectively with their children at home to raise achievement. Provide parents with information about the ESOL Reading Book Check-Out Closet and the Spanish Parent Resource Area Kits (located in the Media Center).
10	<u>"Kids Learn! Getting Ready for 3<sup>rd</sup> Grade"</u>	2	44	Improve the ability of parents to work effectively with their children at home over the summer in order to raise achievement and prevent the "summer slide."
11	Educational Fair "Family Fun Night"	1	341	Interact with Parents and children at school. Parents will visit K-2 grade level quads and the science lab. Parents will be given summer ideas , tips, websites, and reading vocabulary for helping their child continue their learning throughout the summer in order to raise achievement. There will also be a <u>"Make-It, Take It"</u> session, in which parents will make reading and math games that will help prevent the "Summer Slide." Free dinner sponsored by PTA, grade-level musical performances, and art work will be displayed. In addition, parents will have an opportunity to complete Irby's Climate Survey on-line.
12	Merrillwood "Spring Fling" Outreach Event (Low-Income Housing Neighborhood)	1	8	Interact with Parents and children in their home environment. Provide parents with <u>"Tips for Reading With Their Child"</u> , reading web-sites, bookmarks with comprehension questioning prompts, and <u>How to Choose a "Just Right" Book</u> strategies in order to raise achievement and prevent the "summer slide." *** This is contingent upon securing a grant or PTA donated funds. ***
13.	Kindergarten Round-Up	1	63	Improve the ability of incoming Kindergarten Parents in registering and learning about the Leadership Team, the school climate, and the curriculum for Kindergarten



## Barriers

Describe the barriers that hindered participation by parents during the 2013-2014 school year in parental involvement activities. Include the steps the school will take during the 2014-2015 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	Parental Literacy (Parents with limited English proficiency or limited literacy)	We will utilize our faith-based community partners to help advertise for parent involvement events. Our school works in close collaboration with the Multi-County Migrant Education Program. They will help translate, recruit, and provide transportation so migrant parents can attend (K-2) grade-level parent involvement meetings and other school functions. We will use Transact and/or Microsoft Word Translate Option for help in translating school information, classroom news, parental involvement tips, and strategies about helping their child learn at home in order to increase student achievement in a user friendly native language format.
3	Limited English proficiency	<p>We will provide and disseminate translated school documents such as:</p> <ul style="list-style-type: none"> <li>• <b>Beginning of School Cover Letter</b></li> <li>• <b>District Title 1 Parental Involvement Plan</b></li> <li>• <b>Irby's Title 1 Home-School Compact</b></li> </ul> <p>We will use Transact and/or Microsoft Word Translate Option for help in translating school information, classroom news, parental involvement tips, and strategies about helping their child learn at home in order to increase student achievement in a user friendly native language format. The Principal and staff members are available on a daily basis for oral interpretation for Spanish speaking parents.</p>
3.	Transportation (Economically disadvantaged)	<p>We will attempt to secure another grant to hold a parent involvement event in the Merrillwood Low Income Housing Subdivision. We will interact with parents and children in their home environment and provide parents with ideas, tips, and strategies in order to raise achievement and prevent the "summer slide."</p> <p>***This will be contingent upon securing a grant or donated funds by PTA.***</p>
4.	Child Care	We will provide child care for the formal Kindergarten, First, and Second grade Parental Involvement Workshops.
5.	Work Schedule Conflicts	We will hold meetings and workshops at flexible times throughout the school year. For the convenience of parents, parental involvement meetings will be held in the morning, afterschool, and in the evenings. The scheduling of a parental involvement Meeting depends on the activity and time of year.
6.	Wording of Title 1 Parent Involvement Invitations (Through feedback, Irby parents stated that they thought the Title 1 meetings were only for parents of students who were being served by a Title 1 Intervention Teacher.)	We will provide a more unique, creative, and parent friendly way of inviting parents to parent involvement meetings by adding to the invitations sponsored by Title 1. We will also add to the invitations that the Title 1 Parent Involvement meetings <u>are for all students</u> .
7.	Parent only Title 1 Parent Involvement Workshops/Events (Parent attendance increased when we had activities planned for students to participate with their families.)	We will provide a balance between parent only parental involvement workshops and parent/child parental involvement workshops. We will be more proactive with parent reminders for Parental Involvement Activities/Meetings. We will send home two invitations and a reminder note for each formal or informal parent involvement event/meeting. We will provide phone call reminders to parents for formal grade level workshops.

**Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the 2013-2014 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	Formal Parent Workshop: "Transitioning into Third Grade and Common Core Based 2 <sup>nd</sup> Grade Learning Activities" (Third Grade Expectations and the <u>"AIR"</u> <u>Assessment</u> ).	Improve the ability of parents to work effectively with their children at home to raise achievement in 2 <sup>nd</sup> grade and in preparation for third grade. Collaboration between Irby and Alachua Elementary with the emphasis of teamwork with the motto, "We are one school under two roofs." Introduction of the Alachua Elementary's Principal, (CRT) Leadership Team, and a Third Grade Teacher. Sharing of school climate, ways parents can help out at Alachua Elementary, third grade expectations, and strategies for helping students transition into third grade.
2	Reading Picnic	Improve the ability of parents to work effectively with their children at home to raise achievement. Provide parents/children with reading strategies and comprehension prompts to foster comprehension and supports Common Core. Parents had the opportunity to put into practice the Read Aloud Strategy modeled by a Title 1 teacher. Great parent responses and high-levels of student engagement and excitement.
3	Dad's Volunteer "You Make A Difference!" Luncheon	Guest Speaker Interim Superintendent, Hershel Lyons spoke of the importance of a fathers' involvement in their child's education, which research suggests may be the key to academic success.