

## DEEP CREEK ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Adrienne McElroy, 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:** The Deep Creek Elementary Family Engagement mission is to promote a home/school partnership to 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:** DCES posted the call for stakeholders for parent involvement and formed a Parent Involvement Planning Team (PIPT) including two parents, 2 teachers, a Title I paraprofessional, Lead Teacher, and one administrator. New members were recruited to replace others who moved on from DCE. On May 1, 2014 the team attended a district Title I training. The PIP team will plan to meet three times annually to review, revise, and implement strategies. The PIPT team is responsible for developing the school Parent Involvement Plan. This information is reviewed and approved by the School Advisory Committee. Parents complete a survey annually where they have the opportunity to offer suggestions for Title I budget usage and parent involvement activities.

## 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	Family Reading Experience	Title I
2	Help Preparing your Pre K child for Kindergarten Math	Head Start
3	Literacy/Science/Math Nights	Title I
4	Grade Level Parents Nights	Title I
5	SAC Meetings	Title I
6	Student Led Conferences	Title I
7	Family Reading Experience - ELL	Title III
8	Kindergarten Round Up	Parents invited to school to gain information regarding Kindergarten expectations.
9	Title X	Social workers working with families through the Homeless Coalition
10	iMoms	PIPT committee parent & Stephanie Ham, teacher
11	Watch Dogs	PIPT committee parent & Noelle Olby, Guidance Counselor

## 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	Parent Connect Phone call announcing Annual Title I Meeting (English and Spanish)	Principal	August 2014	Log of Phone calls
2	•Marquee notice two weeks before school meeting	Principal	August 2014	Sign in sheets

3	Title 1 Annual meeting	Principal, AP, Staff, Translators	August 14, 2014	Parent sign in sheets/Agenda
4	Notes of meeting for families unable to attend and new families	Principal, AP, Staff, Translators	throughout the 2014-15 SY	Typed minutes and date shared, Agenda, sign-in sheets, minutes
5	School Website	Teacher	August 2014	Sign in sheets
6	Postcards mailed to every parent	Principal	August 2014	Sign in sheets

## 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:** · Family Reading Experience open to families weekly on Wednesdays from 7:30-8:35 throughout the school year. All family members are welcome.

- Grade level Parent Night Training in the evening prior to State Assessment tentatively scheduled for January 2015.
- PTO monthly meetings in the evening.
- Monthly SAC meetings in the evening.
- Literacy/Science/Math nights.
- Student-led conferences by grade level throughout the year.
- Student-led conferences during school day and some evenings
- \* A variety of family workshops will be offered in the morning.

Childcare provided upon request.

\* Parents have an opportunity to request convenient meeting times on the parent survey.

\* Home-visits to Pre-K families by Pre-K teacher, para, and school social worker.

## 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	Literacy/Math/Science Nights	Lead Teacher, Title 1 Para III	Preparation for Florida Standards Assessment	Quarterly SY 2014-2015	Flyers, invitations, phone logs, agenda, sign in sheets, minutes
2	Parent Involvement Planning Team Training	Title I Resource	Development of academic goals and strategies	May 2015	-PI Action Plan
3	Title I Faculty Trainings - Monthly	Title I Resource	Parent Involvement to increase student achievement	SY 2014-2015	Agenda, sign-in sheet. handouts, minutes
4	Parent Institute Weblink	Schwartz	Parent Involvement to increase student achievement	SY 14-15	Parent Survey
5	Continue cadre visits to The Leader in Me schools	McElroy/Keegan	Parent Involvement to increase student achievement	SY 2014-2015	Faculty meeting sign in logs
6	Student Led Conferences	Grade Level Instructional leaders	Parent Involvement to increase student achievement	SY 2014-2015	Parent sign in
7	School Newsletter	Heidi Keegan, Assistant Principal	Parent involvement to increase student achievement	SY 2014-2015	Parent Survey
8	Parent Tips for Working With Students at Home	Title I Para Bourne	Parent Involvement to increase student Achievement	ongoing	Parent Sign in
9	Pre-K Home Visits	Pre-K Teacher and Para	Parental involvement to support student readiness to learn	ongoing	Teacher Log/Conference Forms
10	Family Reading Experience	Title I Para Bourne	Parental involvement to increase student reading	ongoing	Parent Sign in
11	FL Plan Standards Parent Workshop	McElroy	Parental involvement to increase student achievement	January 2015	Sign in sheets
12	Watch Dogs	Noelle Olby, Guidance Counselor, Parent, School Resource Officer	Parent Involvement to improve student achievement	September 2014	Sign up sheets
13	iMoms	Keegan & Parent	Parental involvement to improve student achievement	September 2014	Sign up sheets
14	Grade Level Parent Meetings	Program Planners	Parental involvement to improve student achievement	September 2014	Sign up sheets
15	Kindergarten Open House	KG Team	Parental involvement to improve student achievement	September 2014	Invitations, Agenda, Sign-ins

16	Kindergarten Round-up	McElroy	Parental involvement to improve student achievement	May 2014	Parental involvement to improve student achievement
17	Lighthouse Team	McElroy	Parental involvement to improve student achievement	SY 2014-15	Parental involvement to improve student achievement
18	BooHoo Breakfast	Keegan	Parental involvement to improve student achievement	August 2014	sign-in sheets
19	Literacy Council Monthly Meetings/Events	Teacher Led	Parental involvement to increase student achievement	SY 2014-15	sign-in sheets

## 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	Parent Involvement Planning Team Training	Title 1	-Parent Involvement to increase student achievement	May, 2014-2015	sign in sheet
2	Title I Para III Monthly PLC	Knarzer	Increase parental involvement to increase student achievement	SY 2014-2015	Sign in sheet
3	PIPT quarterly meetings	Adrienne McElroy, Principal	Increase parental involvement to increase student achievement	SY 2014-2015	Sign in sheets
4	Monthly Lighthouse Team meetings	Adrienne McElroy, Principal	Increase parental involvement to increase student achievement	Throughout the 2014-15 SY	Sign-in Sheet meeting
5	Faculty Learning Meetings - Weekly	Adrienne McElroy, Principal	Increase parental involvement to increase student achievement	ongoing	Agenda & Sign in sheets
6	Data Team Meetings - three times annually	Celene Kiptinger, Lead Teacher	Increase parental involvement to increase student achievement	ongoing	Agenda & Sign in sheets
7	Literacy Council monthly meetings	Heidi Keegan, Assistant Principal	Parental involvement to increase student success	SY 2014-2015	Agenda, Sign in sheets, Activities Planned

## 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:** - Quarterly Parent Involvement Planning Team Training coordinated by the administration.

- New families checklist and video on website to welcome new families.
- \* Title I Family Resource Center open weekly coordinated by the Title I Achievement and Family Associate.
- \* Student-Led Conferences/Data Days quarterly coordinated by the Lighthouse Team.
- \* Curriculum Nights/Math, Science, Literacy organized and facilitated by teacher leaders for the subject area during the school year.
- \*Grade-Specific FSA Parent Information Night held in January and facilitated by the Lead Teacher and Guidance Counselor.
- \*School website links to resources for parents/students ongoing facilitated by the web master
- \* Parent Institute Website link ongoing facilitated by the District.
- \* Title 1 Parent Guide/calendar in English and Spanish is given to each school family and is available on the school and District website.
- \*Literacy Council activities/events to promote literacy.
- \*Student planners to communicate with families.
- \*Family Engagement Workshop for Staff and 2 DCE families.

---

## 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:** · Title I Annual Meeting on 08/14-families will receive required information on Title I and opportunities for parenting, learning at home, volunteering, and decision making available during the SY14-15

- School website with links will provide Title I information

- Grade level standards and state assessment link on school website and distributed at grade level meetings
- Quarterly PIPT meetings
- Parent Survey data report utilized to plan meetings
- Unsatisfactory comments from parents will be submitted to the Title I office
- \* iReady Progress reports sent three times annually
- \* Link to new FL Standards assessment on the DCE website
- \* PIPT team
- \* SAC
- \* Information sent home with youngest/only child in each family.
- \* Documentation will be maintained in the Title I Monitoring Box.

---

## 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:** \* Translation will be available as is practical and needed provided by school and district staff

- 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 also submit the parents' comments on the plan that will be available to the local education agency [Section 1118(c)(5)].
- \* Parent Guide & School Calendar provided to each family in English/Spanish and available on the District and school website.
- \* Use of TransAct website to produce informational letters in various languages.
- \* Use of translators when necessary.
- \* Parent Institute Weblink available in English/Spanish.

\* For parents who are unable to attend school events due to disability/ies, school information will be located on school website, district website, teacher website, through teacher contact, and phone calls.

\* New families receive a Title I Parent Guide and Title I brochure.

\* New families given checklist and overview by Title I Para 3.

.Documentation is maintained in the Title I Monitoring Box.

---

## 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.

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
1	PIPT Team Training	1	7	Parental involvement to increase student success
2	Math Night	1	180	Parental involvement to increase student success
3	Literacy Night	1	374	Parental involvement to increase student success
4	Student led Conferences	3	1200	Parental involvement to increase student success
5	FRE	35	690	Parental involvement to increase student success
6	Open House/Title 1 Meeting	1	570	Parental involvement to increase student success
7	Title I Parent Math Workshop	1	11	Parental involvement to increase student success
8	Title I Parent Homework Help Workshop	1	13	Parental involvement to increase student success

### **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)].

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
1	PIPT Team Training	1	7	Parental involvement to increase student success
2	Faculty Meeting	10	45	Parental involvement to increase student success
3	SAC Training at first meeting	1	14	Parental involvement to increase student success

### **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)].

<b>count</b>	<b>Barrier (Including the Specific Subgroup)</b>	<b>Steps the School will Take to Overcome</b>
1	work schedules (ALL)	offer more options
2	child care (ED)	provide child care
3	transportation (ED)	suggest parent carpools

4	language (ELL)	find interpreter
---	----------------	------------------

---

## 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
-------	-----------------	-----------------------------

---