

## NEIL ARMSTRONG ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Angie Taillon , 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)

**Response:** Parent involvement in school can increase student achievement. Students learn that education is valued and that the school works with the family as a team to help bring success!

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## 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:** Neil Armstrong will utilize various means and efforts to involve parents in our Title I programming decisions. Parents will be invited to the Title I annual meeting, via phone call, mailings, and notices on our marquee. The parents will be encouraged to sign up for membership to SAC and PTO. During the SAC and PTO meetings, decisions about parent involvement funds and how they are spent will be discussed and reviewed. Parents also have an opportunity to offer suggestions via our website through our contact information. NAES emailed stakeholders willing to participate in parent involvement and formed a Parent Involvement Planning Team (PIPT). This year's team includes 1 teacher, Family Reading Experience coordinator (title I para III) , 2 parents, 1 paraprofessional, and an administrator. The PIPT will ensure fulfillment of the PIP through its introduction at PTO and SAC meetings throughout the year. The PIPT will complete a midyear review and an end of year review of the PIP. Road map to success, reviewed 13-14 PIP strategies, celebrating successes, district PIP review, strategies for working with ELL, using data sources for developing new strategies, reviewing the Starting Points Inventory, and developing 14-15 Action Plan. As PIP members leave the team, new members will be recruited.

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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)].

count	Program	Coordination
1	Head Start	Head Start program located at our school, and parents are invited to volunteer in class and parents learn home activities during home visits
2	Family Reading Experience	Family Reading Experience uses Title I funding to provide a family-friendly atmosphere where parents can come with their child (ren) and check out books and choose one to keep. The director of the center offers classes for parents as well. These classes include English classes for Spanish speakers and Teaching your Child to Read, as well as many others.
3	Meet Me for Muffins (New K Students)	Families are invited to come to the school to receive information about Neil Armstrong, meet the teachers, meet administration, and tour the school.
4	Family Curriculum Nights (Science Night, Math Night, Science Fair, Dr. Seuss Night)	Throughout the year parents are invited to take part in Family Curriculum Nights. These nights are set up so parents can get a hands on experience of their child's curriculum.
5	Parent Volunteers will assist students in all academic areas.	Train teachers and parents on how to utilize our sign up genius volunteer site.
6	Dr. Suess Day	Overall Planning of Event, Recruitment of volunteers and speakers, Materials need to be ordered
7	Math Make and Take	Materials, Get Volunteers
8	Sharpen the Saw activities	Prepare list of students who earned the STS Celebration
9	Your Important Role as a Parent Workshop	Parent Connect phone call, flyers, we need to set up with Title I

10	Neil's Nuggets of Knowledge- an evening which will present opportunities for families to receive sup	Contact needs to be made with various businesses around town several weeks before the event, asking for donations and offering table space for the event. Invitations (newspaper, marquee, phone calls) to parents 2 weeks and then a few days prior to the event. Organization of cafeteria space, sign-in sheets, and printing of the evening's flyers should be done within 2-3 days of the event.
11	Local businesses will contribute to school events (free kids meal for students earning awards, food d	Contact local businesses prior to family nights, and request food/certificates from them.
12	Leadership Day Events (Fall and Spring)	Scheduling, participating classes and students, talent show, choir, art show, videos, food donations, informational packets, music, choir shirts, advertisement brochures sent out to guests, transportation,
13	Title III	ELL families attend family reading experience and english classes are offered
14	Title X	Homeless liason works with families to meet their needs for students

## 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	The Annual Title I meeting held in conjunction with Open House Night. Invitations will be extended v	Administration	August	Agenda, Sign-in, Title I survey
2	Marquee Postings will inform parents of the Annual Title I meeting	Custodial Crew	August	Picture of Marquee
3	Parent Connect Phone Message	Administration	August	Copy of Message
4	Message on Website	Administration	August	Message on Website
5	Facebook message	Administration	August	Photo shot of # of people who looked at the message

## 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:** According to our needs assessment, parents prefer evening meetings. We will hold evening meetings, and children will have an opportunity to use resources in the library during the scheduled events. We also provide parents an opportunity to visit our Family Reading Experience. Parents can visit the Family Center before and after school. They can also come throughout the day as well. The center also provides our ESOL parents an opportunity to take classes in English and grammar. These classes are held during the day. At Neil Armstrong we hold quarterly Positive Astro Assemblies. These assemblies are held during the school day. Teachers also hold student-led conferences. These conferences are held throughout the school day for parents to attend. PTO, SAC, and PIPT meetings are held monthly on the Third Thursday at 6 pm. Family curriculum nights are also held in the evening quarterly. Family workshops are held in the morning twice a semester.

## Building Capacity

Describe how the school will implement activities that will build the capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement [Section 1118(e)]. Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child's academic achievement [Section 1118(e)(2)]. Include information on how the school will provide other reasonable support for parental involvement activities under Section 1118 as parents may request [Section 1118(e)(14)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Parent Institute link on school & district websites	Principal	increase effective parenting skills to support student success	ongoing throughout SY 14-15	parent survey
2	Family Center	Family Experience Coordinator	Increased parent involvement and communication equals increased student achievement on FCAT	August to June	Parent Sign-In sheets, FRE Data
3	Communication: Radio, ParentLink (email, texting, phone), Social Networking sites, Teacher Websites	Administration, Neil Staff	Increased parent involvement and communication equals increased student achievement	August to June	Survey Results
4	Family Nights, Science Night, Neil's Nuggets of Knowledge, Science Fair, Astronomy Nights, Dr. Seuss Read Across America, Math Night, Family Movie Night, Polar Express Movie Night, Elf Shelf, Student Led Conferences, 40th Anniversary Celebration, Positive Astro Assemblies, Talent Show, Leadership Da	Neil Armstrong Staff, PTO, Parent Volunteers	Student scores on district and state assessments will increase	August to June	Increase parent involvement on sign in sheets, Increased FCAT and SAT 10 scores
5	Increasing Your Child's Critical Thinking Skills	Title I Resource Staff	Student Achievement	November	Agenda, Sign-ins, increase student achievement
6	PIPT	Title I School and District Staff	Increase Parent Involvement for student achievement	On going	Agendas, minutes, sign in sheets
7	Helping My Child Become a Better Reader	Title I Resource Staff	Student Achievement	September	Agenda, Sign-ins, increase student achievement
8	Florida Assessment Meeting	Title I School and District	Student Achievement	February	Agenda, Sign-ins, increase student achievement
9	Helping Prepare Your Pre-K Child for K Math	Title I Resource Staff	Student Achievement	April	Agenda, Sign-ins, increase student achievement

10	Student led Conferences	Teachers	Student Achievement	Quarterly	Student growth
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## Staff Training

Describe the professional development activities the school will provide to educate the teachers, pupil services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1118(e)(3)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Title I informational meeting for staff members	District Title I Staff Members	Improve the ability and knowledge of staff so that they can more effectively work with students.	Fall	Agenda, Sign-In Sheets
2	Student-Led Conferences to be held at school	Teachers, Students and Parents	Students will conduct student-led conferences (with teachers available), which will identify the student's goals and raise expectations, thus raising achievement	August to June	Calendar Screen Shots or dates of conferences, Parent Survey Forms
3	Monthly Parent Involvement Team Meetings	District Title I Staff Members	Creating opportunities for parents to work with children will lead to increased motivation and FCAT results	August to June	Agenda
4	PIPT	Title I staff and school staff	Increase understanding of parent involvement	On going	Agenda, minutes, sign in
5	Faculty Meetings	Teachers, Staff	Increase understanding of building relationships with parents	On going	Agenda, minutes, sign in
6	Professional Development Monthly Meetings	Staff	Increase teachers ability to share standards based instructional practices and expectations with parents	Monthly	Agenda, minutes, sign in

## 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:** Family center Parent Involvement Activities (FRE)through out the year coordinated by Title I staff.

Family nights: Science Night, Math Night, Back

to school Open

House/Nuggets of

Knowledge, Winter and

Spring Concert Nights, Dr. Seuss Day, Talent Show, Movie Night, Elf Shelf, Polar Express Movie Night, Science Fair, Physical Education Night, and Leadership Days. These are coordinated by students and staff members. Documentation is maintained in the Title I monitoring box.

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## 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:** Monthly newsletter, parent conferences, school and District website, flyers sent home in backpacks, marquee, phone calls, radio announcements, review of student data provided for families (FSA, District tests, survey results, etc.), as well as expected performance levels at SAC and PTO meetings, student planners. We're a Title I school Read All About it Binder is in the Family Center and the front office. Parents can offer suggestions through our parent surveys or contacting the staff via email, Facebook, or our website. Documentation is kept in the Title I monitoring box.

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## 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:** Monthly newsletter, school and District website, flyers, marquee, English classes for our ELL parents, FRE parent involvement activities, Sign-Up Genius, Radio news announcement, and phone calls will be used. Translators will be available for families. Documents will be translated using online resources. The parent guide printed in English and Spanish is sent home with students and is on the school and district website. Parent institute link in both English and Spanish is available on the district and school website. Welcome packets are provided to new students as they enroll. Documentation is maintained in the Title I monitoring box.

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## 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
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1	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Leader in Me Parent Training	Administration, Parents, Students	Increased FSA Scores and Decreased Discipline Incidents	August to June
2	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)];	We will hold meetings in the evening, after regular business hours, so that parents who work may find it easier to attend.	Administration, Staff	As parents are able to attend sessions in the evening, they become more aware of school-wide expectations and the Next Generation SSS	August to June

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### Upload Evidence of Input from Parents

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

[Uploaded Document](#)

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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.

[Uploaded Document](#)

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### 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](#)

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## **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	Increasing Your Child's Thinking Skills	1	10	Improve student annual growth
2	FCAT 2.0 workshop	1	8	Improve student annual growth
3	Helping Your Child with Homework	1	12	Improve student annual growth
4	Helping to Prepare your Pre-K Child for Kindergarten Math	1	7	Improve student annual growth
5	Physical Education Night	1	45	Improve family involvement and increase awareness
6	Open House Neil's Nuggets of Knowledge	1	600	Build community partnership and family involvement
7	First Grade Math Night	1	80	Improve student growth in math
8	Student led conferences	4	400	Improve student annual growth and allow parents to be a part of their child's achievement toward their learning goals.
9	PIPT	1	7	Improve parent involvement and increase student achievement.
10	Family Reading Experience	70	3849	Student annual growth
11	Science Night	1	100	Increase student growth in Science
12	Leadership Day	1	350	Increase student leadership opportunities and growth in academics

### **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	Bully Training at SAC	1	10	Increase Bully awareness
2	SSP Creation	1	20	Work together to create the SSP with specific goals for the school year to increase student achievement
3	District PIPT	1	8	Review 13-14 PIPT and work on creating 14-15 PIPT to increase parent involvement and student achievement
4	Title I para III monthly PLC	10	1	Parent engagement to increase student achievement



## Barriers

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the current school year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background) [Section 1118(a)(E)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Transportation	Set up Parent Carpool
2	Time	Vary meeting times
3	Participation	Offer incentives and prizes to get parents to attend meetings and trainings

## Best Practices (Optional)

Describe the parental involvement activity/strategy the school implemented during the previous school year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

count	Content/Purpose	Description of the Activity
1	Student Led Conferences	Conferences are held quarterly for students to share data with families.
2	Leadership Day	NAES student leaders are highlighted for the day. They share their leadership examples with parents, staff, and community members
3	Effective Communication	Communicate on Webpage, Facebook, Twitter, Newsletters, and phone calls home.