

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

I, Jennifer Barrow, 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)].



Date Signed

Signature of Principal or Designee

Mission Statement

*Jennifer Barrow* 9/26/14

Parental Involvement Mission Statement (Optional)

Response:

### Involvement of Parents

☐ Changes made ☐ No changes made

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:** Parents were invited to the School Advisory Council meeting was held on the second Friday of each month to discuss Title I as well as parental involvement funds at Hillcrest. Parents were also invited to School Advisory Council meeting on March 14, 2014 and April 11, 2014, to revise the Compact and Parent Involvement Plan. Afterward, the Compact and Plan was submitted for approval at the May 19, 2014 School Advisory Council Meeting.

## Coordination and Integration

☐ Changes made ☐ No changes made

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	Public Pre-School Program (VPK)	This Early Childhood Program provided by Hillcrest Elementary is a Kindergarten Readiness Program for future Hillcrest Students.
2	K-Round Up	This program provides support and training for parents and students to the prospective Hillcrest Kindergarten Students
3	K-Week	This program provides support and training for parents and students to the prospective Hillcrest Kindergarten Students

## Annual Parent Meeting

☐ Changes made ☐ No changes made

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	Annual Meeting (Open House)	Administration and Title One Facilitator	September, 2014	Each parent will fill out an evaluation form for the event

## Flexible Parent Meetings

☐ Changes made ☐ No changes made

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:** We will conduct the Annual Meeting in the morning and evening to serve the needs of all of our parents. We will also provide parents with a calendar of school events for the year.

## Building Capacity

☐ Changes made ☐ No changes made

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	K Support Nights	K Support Teacher	Educate parents about the curriculum and how to help their children at home	Fall 2014-Spring 2015	Parent Evaluations
2	Family Involvement nights involving Building Capacity workshops	Administration, Title One Facilitator, Grade Levels, and Resource Teachers	Educate parents about the curriculum and how to help their children at home	Fall 2014-Spring 2015	Parent Evaluations
3	Annual Parent Meeting Night	Administration, Leadership Team, Classroom Teacher	Provide parents with information and activities to work with their children at home in the areas of reading, math, writing and science	Fall 2014	Parent Evaluations

## Staff Training

☐ Changes made ☐ No changes made

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	Effective Communication for Office Staff	Administration and Title One Facilitator	Making parents feel welcome at the school and increase parent participation	Fall 2014	Survey results and conversations with parents to determine attitude about the school
2	Agendas for Parent Conferences	Facilitator; Teachers	Increase the level of communication about student progress to parents	Fall 2014	Teacher/Parent Response; Number of Parent Conferences
3	Volunteer Orientation	Facilitator; Teachers	Increase parent involvement	Fall 2014	Teacher/Parent Feedback

## Other Activities

☐ Changes made ☐ No changes made

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:** The school will conduct parent teacher conference nights, home visits, School Advisory Council Meetings, and neighborhood visits

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## Communication

☐ Changes made ☒ No changes made

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:** Timely information about the Title 1 Program will be provided through the Annual Meeting, Parent Involvement Plan, School Parent Compact, and the Parent Event Calendar for the year.

Description and explanation of the curriculum, forms of assessments, and proficiency levels will be provided through classroom presentations at the Annual Meeting event and through the school newsletter.

Parents are encouraged to be part of our School Advisory Council, and PTO.

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## Accessibility

☐ Changes made ☒ No changes made

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:** We will provide parents with translation through our Spanish speaking staff members all written communication will also be in Spanish. We will accommodate other needs upon advance notice.

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## Discretionary Activities

☐ Changes made ☒ No changes made

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

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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

☐ Changes made ☐ No changes made

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children [Section 1118 (e)(1-2)]. Include participation data on the Title I annual meeting.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Hillcrest Hawk Dog Day	1	357	Educate parents about the science curriculum and how to help their students at home.
2	SAP Group Parent Night	1	26	Educate parents about the science curriculum and how to help their students at home.
3	2nd Grade Parent Night	1	37	Educate parents about the science curriculum and how to help their students at home.
4	Eggstravaganza	5	26	Educate parents about the science curriculum and how to help their students at home.
5	Engineering Science Family Night	15	211	Educate parents about the science curriculum and how to help their students at home.

### Staff Training Summary

☐ Changes made ☐ No changes made

Provide a summary of the professional development activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1118 (e)(3)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Effective Communication for Office Staff	1	8	Making parents feel welcome at the school and increase parent participation
2	Agendas for Parent Conferences	1	35	Increase the level of communication about student progress to parents

### Barriers

☐ Changes made ☐ No changes made

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	Steps the School will Take to Overcome
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	Subgroup)	
1	Insufficient notice of events	Provide a calendar of school events at the beginning of the school year.
2	Language	Translate documents into parents native language

### Best Practices (Optional)

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

count	Content/Purpose	Description of the Activity
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