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

I, Mrs. Julia Allen, 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** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Mission Statement**

Parental Involvement Mission Statement

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| District and school-based Title I Parent Involvement Programs in Polk County will strive to build RELATIONSHIPS to create real family engagement for every child, every family, every teacher, every day. Laurel Elementary believes that with the participation of every family and every teacher working every day that every child can and will learn.  |

**Involvement of Parents:**

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| Laurel Elementary will involve parents in the planning, review, and improvement of Title I programs including involvement in the decisions regarding funds for parental involvement.Parents will have the opportunities to participate in the planning, review, and improvement of Title I programs by attending monthly SAC meetings, Laurel Elementary parent meetings, and Technical Assistance meetings with parents through the Title I office. Parents will also be afforded the opportunity to make valuable comments on the monthly newsletters, comment cards, as well as school based surveys available in the front office. The administration and Title I contact provide agendas of meetings and reminders for meetings to encourage parental participation. Title I is also a separate section on the school website. A copy of the Title I plan, including the Parental Involvement Plan is available on the website.  |

**Coordination and Integration:**

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|  | **Program** | **Coordination** |
| 1 | Academic Nights | Subject-based activitiy nights (Science, Math, and Writing) teaching, modeling and practicing activities for parents and students to do together at home. Materials provided for home use. |
| 2 | Head Start | Federally funded program for Pre-Kindergarten |
| 3 | Title I, Title II, and Title III | Used to provide training to teachers and parents as well as support student education. |
| 4 | IDEA-Individuals with Disabilities Education Act | Federal program that provides teachers with resources for students with disabilities. |
| 5 | School Readiness/ Voluntary Pre-Kindergarten | First half of year is school readiness and the second half is Pre-Kindergarten |

**Annual Parent Meeting:**

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| **count** | **Activity/Tasks** | **Person Responsible**  | **Timeline** | **Evidence of Effectiveness** |
| 1 | Annual Parent Mtgs. - Choices of a.m. or p.m. meetings offered to share Title One Information. | Interventionist | 6:30pm-October 9,16, 23, 30, 2014 & 8:00 a.m.-Oct. 24 & 31, 2014 | Written Parent Evaluations |
| 2 | Annual Parent Meeting date will be posted on the marquee | Principal/Custodian | Posted week before meetings | # of participants |
| 3 | Reminder Flyers and Stickers will be sent home to encourage parent participation | Title I Contact and Asst. Principal | Week of meetings | # of participants |
| 4 | Agenda and presentation materials prepared | Asst. Principal | Week before meetings | Feedback on evaluations |
| 5 | Prepare and print sign-in sheets | Principal | Day of meeting | # of signatures |
| 6 | Set up technology for video/ppt. presentation | Interventionist | Day of meeting | Feedback on evaluations |
| 7 | Post Title I powerpoint on website for parents that did not attend | Network Manager | After all meeting dates | # Visitors to website |

**Flexible Parent Meetings:**

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| During the first semester of school, teachers are encouraged to schedule one face to face conference to discuss school wide and student progress. To allow flexibility and ensure all parents are accommodated, conferences may be scheduled before or after school or during teacher planning time as needed throughout the year. Telephone/skype conferences also provide flexible options. Translation services provided for all parent meetings.Parents are encouraged and are afforded the opportunity to share their ideas, concerns, and/or questions by completing an event evaluation. Administration and Title I contact will use input to drive parent involvement opportunities.A variety of day and evening parent involvement opportunities will be provided throughout the school year. Daytime and/or evening programs will be held to promote science, writing, literacy and/or math. |

**Building Capacity:**

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| **count** | **Content and Type of Activity** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Annual Meeting Meet and greet administration, teachers and staff | Principal, AP, and all instructional staff | Improve communication between school and home | Oct. 9, 16, 23, 24, 30, 31, 2014 | Parent Feedback Form |
| 2 | K-4 Grade Level Curriculum Nights | Principal, AP, and all instructional staff | To share information regarding assessments, support at home, academic progress, state standards and requirements, and Common Core Curriculum | Oct. 9, 16, 23, 30, 2014 | Parent Feedback Form |
| 3 | Family Science Night | Principal, AP, and all instructional staff | Improve Science Knowledge by providing parents with strategies and materials to use at home. | March 19, 2014 | Parent Feedback Form |
| 4 | Family Math Night | Principal, AP and all instructional staff | Improve Math Knowledge by providing parents with strategies and materials to use at home. | November 20, 2014 | Parent Feedback Form |
| 5 | 3rd/4th Grades Reading Night (Mystery in 3D) | Principal, AP, 3rd/4th grade teachers, additional teacher/para volunteers | To share reading strategies that parents can use with their child at home | January 22, 2014 | Parent Feedback Form |
| 6 | K-2nd Grades Reading Night (Readers of the Caribbean) | Principal, AP, K-2nd grade teachers, additional teacher/para volunteers | To share reading strategies that parents can use with their child at home | February 19,2014 | Parent Feedback Form |

**Staff Training:**

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| **count** | **Content and Type of Activity** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Cloze Reading | District Reading Coach | To increase %-age of students reading at or above grade level | School Year | Lesson Plans and Teacher Observation |
| 2 | Math Standards Alignment | District Math Coach | To increase %-age of students at or above grade level in Mathematics | School Year | Lesson Plans and Teacher Observation |
| 3 | Math Standards Structure  | District Math Coach | To increase %-age of students at or above grade level in Mathematics | School Year | Lesson Plans and Teacher Observation |
| 4 | District Writing Training | School Based Teacher | To increase %-age of students writing at or above grade level | School Year | Lesson Plans and Teacher Observations |
| 5 | District Reading Trainings | District/School Reading Coaches | To increase %-age of students reading at or above grade level | School Year | Lesson Plans and Teacher Observation |
| 6 | District Math Trainings | District Coach | To increase %-age of students at or above grade level in Mathematics | School Year | Lesson Plans and Teacher Observation |

**Other Activities:**

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| \*Parent Portal: Web-based access to individual students records (grades,lunch account, etc.)Password access given upon request.\*Monthly Parent Newsletters-included are upcoming activities and dates; Positive Behavior System (PBS)ideas to use at home; principal's message; and positive happenings around campus\*Websites-School website with connection to Parent Institute Web \*Northeast Area Parent Resource Center: Located in Winter Haven. The Parent Center offers:·Workshops and classes to parents as part of Parent Learning University for Growing (PLUG).· A variety of information and resources for parents from local businesses and community organizations within Polk County.· Materials for grades PreK-12th for parents to check out in the content area of reading, writing, math, and science.· A professional library of parent resource books.· Two computers for parent use.· All materials will be available in English and most in Spanish. Haitian Creole will be offered if available.·All materials will be linked to our curriculum in Polk County and based on the Florida Standards.\*Book Fair Family Nights: The book fair is kept open late for families to come make book purchases together.\*Monthly Family Movie Nights: A family-friendly movie is shown once a month on a Friday night for families to come spend time together. Teachers can use this time as informal relationship building time. |

**Communication:**

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| **Title 1** Annual Meeting - to inform parents about the school's Title I program, the nature of the Title I program, Adequate Yearly Progress, school choice, supplemental education services, and the rights of parents. School Parent Compact - Agreement between the students, parents, and administration/teachers that is to be discussed at each parent conference.School Parent Involvement Plan - a plan of action to increase parental involvement during the school year.Grade Level Specific Curriculum Nights -Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress.Parent/Teacher Conferences to include:District-wide assessments - type used and scores reviewed to show student achievement.Progress monitoring assessments (content areas of Reading, Math, Science and Writing)-type used and scores reviewed to show student achievement.Statewide AssessmentsOpportunities for parent meetings to formulate suggestions and make decisions relating to their child's educationParents who are interested in participating on the Parent Leadership Team and /or School Advisory Council (SAC) for Laurel Elementary are encouraged to contact Mrs. Julia Allen, Principal at (863) 427-1375 |

**Accessibility:**

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| Laurel Elementary will provide full opportunities for participation in parent involvement activities for all parents; including parents of children who have limited English proficiency, who are migratory, and/or have physical disabilities. Laurel Elementary has many staff members in our office, grade levels, and Special areas available for translating for our parents who speak languages other than English.Laurel Elementary is designed for full wheelchair accessability.  |

**Discretionary Activities:**

 Not Applicable

## Evaluation of the previous year's Parental Involvement Plan

**Building Capacity Summary**

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Annual Meeting/Open House | 4 | 259 | Improve Communication between school and home evaluations were positive with parent especially grateful for different times to meet. |

**Staff Training Summary**

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Disctrict Reading Trainings | 3 | 45 | Increase %-age of students reading at or above grade level |

**Barriers**

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Time-working parents-all subgroups | We provide flexible scheduling. Information is provided through multiple forms (newsletters, marquee, Connect Ed, personal phone calls, stickers in agendas both prior to and day of activities) |
| 2 | Staff Participation | Calendar of events given during preplanning and encouragement of participation while expectation of afterschool activities can't be expected |

**Best Practices (Optional)**

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| **count** | **Content/Purpose** | **Description of the Activity** |
| 1 | Effective Communication | Parent Conferences |
| 2 | Building Capacity of Parents | \*Northeast Area Parent Resource Center: Located in Winter Haven. |
| 3 | Increasing Parent Participation | Student of the Month Celebrations |