

TRIANGLE ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Marlene Straughan, 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

Triangle Elementary is committed to a shared purpose and direction. We maintain expectations for student learning which are aligned with our school vision. School personnel and all other stakeholders support our shared purpose, vision, and mission. Our expectations serve as the focus for assessing student performance and effectiveness. Triangle's vision guides allocations of time as well as human, material, and fiscal resources.

****MISSION:** The mission of Triangle Elementary School is to empower students to achieve, excel, and celebrate life-long learning.

Parental Involvement Mission Statement (Optional)

Response: Triangle Elementary School, in partnership with families and community, will provide relevant educational opportunities and maintain high academic expectations for a diverse community of learners. We believe that each child should be given opportunities to achieve and be successful and understand active participation by parents and family will help promote this success.

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: The School Advisory Committee at Triangle Elementary School is responsible for developing, implementing, and evaluating the various school level plans, including the School Improvement Plan and Parental Involvement Plan/Budget. Parents represent more than 50 percent of the SAC members. Members of the SAC are voted upon by their peers (parents vote for parents; staff vote for staff).

Prior to the approval of the plans, parents are given opportunities to review and offer their input during SAC meetings. SAC meetings are advertised in the school newsletter, on the school marquee and website. Invitations are also sent home to each member.

Triangle offers two Annual Title I Parent meetings in order to accommodate working parents. This meeting is advertised on the schools marquee and in the schools newsletter. Special notices are also sent home.

At the end of the 2017-2018 school year, parents were given surveys seeking their input on activities, training, and materials needed to help their child. Suggestions were discussed during the SAC meeting and revisions were made to the plan. All revisions are documented in the SAC minutes.

TRES will be hosting our annual Meet the Teacher. The purpose of the event is to provide a forum for parents to ask questions and/or receive information regarding the following: Title I services/Parent Resource Center; ELL and Migrant student services; Literacy; STEM; Media Center services and technology; and volunteering for Special Presentations (guest speakers, career day expo, and in-house field trips).

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, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1118(e)(4)].

count	Program	Coordination
1	VPK	Triangle Elementary offers one all day/all year VPK unit. The teacher diligently works to educate students and parents. Parents are invited and encouraged to attend various programs throughout the school year. These programs are held during and after school hours. Title I coordinates with the States VPK program.
2	Individuals with Disabilities Education Act (IDEA)	During the development of student IEP's, parents are informed of the supplemental instructional support provided by Title I.

3	Family Resource Center	Triangle has an on-site Family Resource Center which supplies families with hands-on materials for families to use at home. Teachers write prescriptions for the parents based on their child's needs. Triangle's Family/School Liaison is the contact for this center.
4	Title I Part C - Migrant Program	The district employs a liaison to assist migrant children in transitioning to the new school setting and to recruit and identify families that qualify for services. Triangle's Curriculum Resource Teacher and Family/School Liaison work with the district liaison to provide assistance and ensures parents have the information and resources to attend parent events and meetings.
5	Title III	TRES Title III Assistant works with our ELL student population to remediate and enrich our ELL students. TRES teachers are ESOL certified and employ research-based high-yield instructional strategies specific for ELL students. The district has also provided student accounts for Rosetta Stone to be used for a minimum of 1 hour per week.
6	Title X	The Title X Liaisons work with the school to ensure families have the information and resources to attend family events and meetings. When needed, the Title X Assistant serves as a translator for Family Curriculum Nights.

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	Develop agenda and handouts that address the required components.	CRT	August 2018	Copies of agenda, handouts, sign in sheets and PowerPoint.
2	Create and distribute invitations. Advertise meeting on Triangle's website and School marquee.	CRT	August 2018	Copy of invitation and Sign-in sheets.
3	Maintain documentation with parent/families responses.	Family/School Liaison, and CRT	August 2018	Copies of all the above will be housed in the Title I documentation box kept in the office of the CRT.

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: Triangle's Annual Title I Meeting will be offered at two different times and days, in order to accommodate working parents. Child care will be provided for the evening meeting. This meeting is advertised on the school marquee and on the website. There will also be a flyer sent home.

Teachers also create flexible times for parents to participate in conferences. If parents are unable to meet in person, teachers will set up a telephone conference with parents. Conference forms are kept for all conferences.

Our parent resource center will be open every school day, during school hours. The

family/school liaison will also be available to deliver materials to homes if needed, as well as send materials home with students.

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	Prescriptions for the Family Resource Center	Classroom teachers and Family/School Liaison	Teachers will write individualized prescriptions for resources which parents can check out from the center. The prescriptions will be targeted to specific student needs.	On-going	Copies of prescriptions and parent/family feedback
2	Parent /Teacher Conference Nights	Classroom teachers	Individual conferences will be conducted in order to discuss student progress	On-going	Completed conference form and sign-in sheet
3	Content Area Nights (Literacy, & STEAM)	Coaches; Classroom teachers and CRT.	Grade level teachers and coaches will offer multiple sessions throughout the year. These sessions provide families with grade level, content specific information (Literacy, Math, and Science) and strategies which can be used at home.	On-going November 2018 and January 2018	Attendance sheets, flyers and feedback forms
4	Open House and Annual Title I meeting/Family Resource Center Information Night	Family-School Liaison/CRT/teachers	Parents/Families will be given an overview of the materials available from Triangle's Resource Center.	August 2018	Attendance, sheets, flyer and feedback forms.
5	Meet the Teacher	Instructional Coaches; classroom teachers; CRT.; ESE Specialist; Guidance Counselor; FSL	TRES will be hosting its annual Meet the Teacher. The purpose of the event is to provide a forum for parents/families to ask questions and/or receive information regarding the following: Title I services/Parent Resource Center; ELL and Migrant student services; Literacy; STEAM; Media Center services and technology; volunteering.	August 2018	Attendance sheets, flyer and feedback forms.

6	Kindergarten Community Day (Transportation)	Instructional Coaches/CRT	Families and/or community members will provide an exposition of multiple modes of transportation within the community as part of unit of study (social studies).	October 2018	Authentic student work/writing
7	5th Grade Career Day	Instructional Coaches/CRT	Families and/or community members will serve as exemplar professionals within the community as part of a unit of study (college and career readiness).	November 2018	Authentic student work/writing
8	3rd Grade Lake County Elections	Instructional Coaches/CRT	Families and/or community members will provide an overview of the electoral process and why it is important to be an active participant in local, state, and national elections as part of unit of study (social studies).	October 2018	Authentic student work/writing

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	Staff training on the importance of parent and family engagement and volunteers.	CRT	Provide best practices for parent and family engagement.	August 2018	Sign-in sheets, increase in volunteer hours
2	Staff training on the resource center and writing academic prescriptions.	Family/School Liaison	Provide best practices for parent and family engagement.	August 2018	Sign-in sheets, number of prescriptions written and filled for the year.

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: The family/school liaison will work to expand and enhance the inventory in the school's Parent Resource Center. Parents will be offered an information night on how to use the center and materials available. The Parent Resource Center will be available for use during school hours and during Content Area Nights. The family/school liaison and teachers will provide assistance to the parents in regards to homework, as well as provide helpful techniques and strategies. Equally important, the family/school liaison will be available to deliver materials to homes if needed.

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: Triangle Elementary will hold the Annual Title I meeting twice during the beginning of the school year. The purpose of this meeting is to: (1) explain to parents what Title I is; (2) how Title I works; (3) the services/resources provided by Title I for both students and parents; (4) the role of Title I in assisting schools to meet educational standards; and (5) allocated funds specific to TRE for parent involvement. These meetings are advertised on the schools marquee, in the school newsletter and website. Sign-in sheets, minutes, and copies of handouts are kept in the schools Title I box.

Families are given a copy of the 2018-2019 Student Handbook upon request which contains information on various school policies and responsibilities. During Meet the Teacher and Open House events held in August and September, parents learn about the curriculum and types of assessments used to measure progress.

Triangle has implemented the Florida Continuous Improvement Model (FCIM), in which data analysis determines classroom instruction. High student achievement is the focus of the FCIM, through disaggregating data, goal setting with an action plan, and monitoring student progress. Students will be assessed and progress monitored using iReady District Assessments, and weekly content area tests. Families are provided access to weekly grades through Skyward. Parents of MTSS students are invited to attend meetings in order to monitor their child's progress. This invitation is sent home with the student.

All grade levels at Triangle offer two report card conference nights per school year. Teachers, administrators and specialists are available and willing to meet with families in addition to the report card nights. These meetings are available before/after school and during the teachers' planning periods; if none of these opportunities are suitable for the families, efforts will be made to accommodate the family's schedule. Sign-in sheets are kept for parent conferences.

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: Families are provided with many opportunities to participate in their child's education throughout the school year. Along with our various workshops aimed at increasing student achievement through parent and family engagement, our families are also offered language assistance. For families of our ELL students, our resource center has iPads with Rosetta Stone available for checkout. Translators for Spanish speaking families and American Sign Language are available during parent/teacher conferences. Parent notifications are provided in the following manner: individual student letters/forms sent home with students when needed, monthly newsletters, and on our school's

website. Written communication to parents is available in English and Spanish.

For families of students with special needs/disabilities, teachers will continue to use interactive white board activities, Unique Learning System, McGraw Hill Wonders Reading, Dolch Sight Word Activities, Environmental Print, iPad activities, Leap Pads, and Califone card readers, Handwriting Without Tears, as well as, a variety of hands-on activities related to the skills being taught. The computer program Reading A-Z is also utilized for classroom instruction. Community Based Instruction skills will continue to be taught in the classroom and generalized in the community with twice a month trips into the community. Parent consultation of these services can be arranged via FSL and/or ESE specialist on an as needed basis (teacher/parent request). The families are also encouraged to check-out these curriculum tools from our Family Resource Center to reinforce skills at home.

If parents are unable to attend any meeting regarding parent and family engagement, copies of hand-outs are available from the Family/School Liaison. Copies of the School Improvement Plan and parent and family engagement plan are kept in the front office for parent viewing.

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:

	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Maximizing parent and family engagement 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)].	Offer school meetings on a variety of days and times. Provide child care services during meetings.	Family/School Liaison, Social Worker, and CRT.	Informed and empowered families will provide continued academic support at home that ultimately results in positive home-school relations as well as student achievement.	On-going
2	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parent and family engagement. [Section 1118(e)(13)].	Northland Church and the Mt. Dora Kiwanis volunteer at family engagement activities.	CRT	When students see community and faith-based organizations involved at their school they become more confident knowing that they have a large support system. With confidence academics can grow.	On-going

Evidence of Input from Parents

SAC minutes and agenda sent to Maria Torres

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)].

SAC minutes and agenda sent to Maria Torres

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)].

SAC minutes and agenda sent to Maria Torres

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.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Open House	1	302	To develop/maintain positive home/school relationship(s).
2	Family Reading Day- Date with Dad	2	348	To create awareness of the importance of literacy (reading/writing) in both the home and school.
3	Family Literacy Night	1	290	The purpose of the event was three-fold: (1) to display student/class literacy projects aligned to rigor of Florida ELA standards; (2) to provide parents with the tools and resources necessary to reinforce literacy skills at home; and (3) offer a venue for community partners related to literacy to become more involved in school events.
4	Family Science Night (STEM night)	1	293	The purpose of the event was three-fold: (1) to display student/class science fair projects; (2) to provide parents with the tools and resources necessary to reinforce STEM skills at home; and (3) offer a venue for community partners related to STEM to become more involved in school events.
5	Grandparents Day	1	250	To create awareness of the importance of literacy (reading/writing) in both the home and school.
6	Family Health and Fitness Night	1	67	The purpose of the event was two-fold: (1) to educate students and families about the importance of leading a healthy lifestyle (diet and exercise) and its connection academic performance in school; and (2) offer a venue for community partners related to health and fitness to become more involved in school events.

7	Kindergarten Round-Up	1	115	To provide incoming families with information about TRES and what to expect academically/socially in Kindergarten. Also, future students were screened for placement in kindergarten classes.
8	Family Reading Day- Muffins for Moms	2	550	To create awareness of the importance of literacy (reading/writing) in both the home and school.
9	Parent Conferences	2	500	To develop/maintain positive home/school relationship(s). Also, to inform parent(s)/guardian(s) of their student's academic progress.
10	Annual Title I Meeting	1	302	To provide parents with more information regarding the following: TRES Title I Plan and budget, TRES Parent Involvement Plan and budget, and TRES Parent-School Compact. The meeting was a comprehensive synopsis of what Title I is and the services it provides student and families.
11	Meet the Teacher	1	835	Provides parents with an opportunity to meet their child's teacher for the upcoming school year.

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)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Staff training on the importance of parent and family engagement and volunteers.	1	101	Provide best practices for parent and family engagement.
2	Staff training on the resource center and writing academic prescriptions.	1	73	Provide best practices for parent and family engagement.

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 upcoming 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	Time/work constraints experienced by parents/guardians	Provide multiple times and dates for academic events
2	Lack of support	Provide consistent message regarding the importance of being a part of their student's academic life and how/where to get resources to support their child. Modes of communication: school newsletter, marquee, and website. Have a translator available at night out events.
3	Language Barriers	Provide a translator for all events.
4	Transportation	Provide assistance when requested with transportation needs.
5	Child Care	Provide child care services during night out events.

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	Increasing Family Participation	We increased family participation in two major ways: (1) Family Content Area Nights; and (2) In School field trips presented by community and parent groups. The purpose of the content area nights (Literacy and Math) were to display student work; provide parents with the tools and resources necessary to reinforce skills at home; and to offer a venue for community members to interact with parents and families. In school field trips provided an additional venue for parents/families to serve as guest speakers, career experts/professionals, and volunteers for in-house field trips (every six weeks per grade level).