

## SALLIE JONES ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Jennie Hoke, 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:** The parent involvement committee's mission is to synergize with families and staff to provide multiple resources to enhance and enrich student success. To advocate for students and participate in daily classroom and school-wide activities.

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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:** Our Parent Involvement Writing Team (Assistant Principal, a Lead Teacher, two teachers, a Title I paraprofessional III, and two parents) will schedule regular meetings to discuss our Parent Involvement Plan and progress toward creating a Family, School, Community Partnership. As members leave the team, new members will be recruited.

Information will be shared with our SAC, PTO and Faculty during scheduled meetings that occur monthly. Sign in sheets and agendas will be kept to monitor attendance and participation in these meetings. May 1, 2014 our team attended a district PIPT meeting. Our PIPT made an action plan to increase the number of active volunteers on our PTO, SAC, and in our classrooms.

A parent suggestion box is located in our foyer for comments, questions, and suggestions. These slips are reviewed at PTO meetings.

## 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	Monthly printed newsletter	Front Office Receptionist, schoolwide faculty, Leadership and PIPT
2	Emails/texts and Facebook to Parent Connect calls	Family Center Paraprofessional, Leadership, Parent Volunteers and PIPT
3	Parent to Parent	Family Center Paraprofessional, Parent Volunteers and PIPT
4	Family Resource Center	Family Center Paraprofessional, Parent Volunteers and PIPT
5	Reading AR celebrations	Family Center Paraprofessional, parents, schoolwide faculty, Leadership, PIPT
6	Buddy/partner reading	Family Center Paraprofessional, grade level teams (teachers and students), parent volunteers, Leadership, PIPT
7	Sallie Jones Homecoming event	Family Center Paraprofessional, Leadership, PTO, community members/organizations, PIPT
8	Community service projects	Grade level teams (teachers and students), Leadership
9	Punta Gorda Chamber of Commerce invitations	Leadership, PTO, PIPT
10	Publix Math Night	Family Center Paraprofessional, grade level teams (teachers and students), community members.organization, parent volunteers, Leadership, PIPT
11	Edison Science Night/Science Fair	Family Center Paraprofessional, grade level teams, community members, parents, Leadership,
12	Title III	Support through Family Center literacy materials
13	Headstart	Kindergarten Round-Up, Pre-K Visitation Day, Family Reading Experience
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## 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	Title I Annual Meeting/Open House - scheduled time to meet with parents about our Title 1 plan	Lead Teacher, Title 1 Paraprofessional and Principal	July 21, 2014	Sign in Sheets and copy of Agenda
2	Parent Connect Call to inform parents of Annual Parent Meeting	Assistant Principal	July 20, 2014	Copy of Notice
3	Notice on SJE Website	Tech Facilitator	July 20, 2014	Screenshot of website
4	Notice on marquee	Head Custodian	July 7, 2014	Sign in sheets
5	Parent letter	Office Staff	May, 2014	Copy of notice
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## 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:** Parent Survey will be reviewed and meetings/trainings will be scheduled: \* Family Resource Center will be open on Tuesday and Thursday mornings 7:45-8:30 and Wednesday afternoons 2:30-3:30 to meet family needs. \* Child Talk/Data Team meetings scheduled twice per month and Teacher Assistance Teams(TST) meet with parents per parent schedule every other Wednesday. \*SAC meetings scheduled in the mornings and parents may bring their children \*PTO meetings scheduled in the mornings and in the afternoons. Parents may bring children and food may be provided. \*Parent workshops offered each trimester after school hours. \*Curriculum nights (Math night, Science Night, etc.) offered during evening hours.

## 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	Student Led Parent Conferences/Information sessions	Leadership PLC, Leadership, Lead Teacher Parent Volunteer, Classroom Teachers	Parent involvement improves student achievement	Each trimester	Student Leadership Notebooks, parent survey and student assessment data.
2	Family Resource Experience	Title 1 Paraprofessional	Parent involvement improves student achievement	Tuesday and Thursday mornings and Wednesday afternoons of each week	Family Center Log
3	Featured guests in the family center	Title 1 Paraprofessional	Community involvement improves academic performance	As available at least monthly	Agenda and Family Center Log
4	Family Events (Publix Math Night, Edison Science Night,)	Title 1 Paraprofessional/ Lead Teacher/Leadership Team, PTO	Parent involvement improves student achievement	Each Trimester	Agenda, Sign In Sheets, survey, invitations

5	Parent Leadership Day	Leadership PLC/all faculty, students, and families	Community involvement increases student achievement	Oct. 16 and 17	Sign In Sheets, Tour Schedule, and Comment Cards
6	Accelerated Reader Celebrations	Title I Paraprofessional, Faculty, Administration, Parents, Students	Celebration of student success provides motivation for increased achievement	on going	Sign In Sheets, AR documentation/student data
7	Leader In Me Symposium Tour School	Leadership PLC,	Student, Staff, and Parent Involvement	January 2015	Tour Schedule, Sign In Sheets
8	Parent Involvement Planning Team	District Title I resource staff, PIPT Team	Parent involvement improves student achievement	May 1, 2014	Sign-in, agenda, minutes
9	Parent Institute Link	webmaster	Parent involvement improves student achievement	Ongoing	Parent survey
10	School website curriculum links	webmaster	Informing parents of resources available to help their children succeed.	Ongoing	visitor counts on website
11	Parent Information Meeting for FSA Testing	Title 1 Paraprofessional	Informing parents on the changes to the state assessments will help them to better prepare themselves and their child.	2nd Trimester	Sign in Sheets, Climate Survey Results
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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	Fast ForWord	Assistant Principal, Lead Teacher, School FF Liaison, teachers	Helping parents to understand their student's data leads to improved student achievement.	Weekly	Student data
2	Title 1 PD for parents	Title 1 resource administrator	Informed teachers improves student achievement.	Two times per year	Agenda
3	PIPT Training	Title 1 resource administrators	Parent involvement improves student performance	ongoing	PIPT meeting agenda/action plan

4	Leadership Days	Leadership PLC	Informed District, Community, Parents, and Staff improves student performance and achievement	Twice yearly	Sign In Sheets, PLC emails, Tour Schedule, Comment Cards
5	A-Z Learning	Lead Teacher	Informed teachers improve student achievement	Ongoing	Agendas, Sign-In Sheets, student data
6	Florida Plan Standards unpacking	Lead Teacher, Administration	Informed teachers and parents provide increase in understanding of content rigor.	Ongoing	Agendas, Sign-In Sheets, surveys, student assessment data
7	iReady	Lead Teacher, District	Informed teachers and parents provide increase in understanding of content rigor	Ongoing team meetings	Sign-in sheets, student data, data day plans
8	Title I Para III monthly PLC	District Title I Resource staff	Strategies to increase parent involvement	10 sessions annually	Agendas, Sign-ins, Pre/Post test
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**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:** Provide tips in new monthly newsletter and website focused on Math strategies. Provide families information and resources through our guidance department, school social worker and homeless education office of CCPS. Build strong relationships between new School Resource Officer and families. We open our family reading experience 3 times each week and monitor participation through sign in sheets and databases, along with data walls to show visits.

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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:** · Title I Annual Meeting on 7/21/14-families will receive required information on Title I and opportunities for parenting classes, learning at home, volunteering, and decision making available

· Distribute monthly school newsletter that contains a "Title I Information" section.

School website with links will provide Title I information

· Grade level standards link on school website and distributed at grade level meetings. Parent workshops also provided to educate parents on new Florida Plan standards.

· Parent survey data report utilized to plan meetings

· Suggestion Box in the school lobby for parent ideas and suggestions

Unsatisfactory comments from parents will be submitted to the Title I office

· Parent, School,Community Involvement Binder Located in the front office and Family Resource Center

· Calendar/School Handbook

\* School Connect information calls

\* PIPT meetings held frequently to discuss progress towards our goals.

\* SAC meetings held 7 times per year for input and decision making.

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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:** Translated information for front office staff to use when assisting Hispanic families

- Translators (2) on staff to assist parents
- Notices sent home are translated into Spanish as appropriate using Google Translate and personnel

Sed da Saber kits available through the Reading Experience. Literacy materials and parent information in Spanish available in the Family Reading Experience

A parent guide written in English and Spanish is sent home to each family in the beginning of the year.

Our parent institute web link is translated in both English and Spanish.

Families unable to come on campus due to disabilities will receive information in print or via our website.

New families receive a copy of our school brochure, uniform policy, and watch a DVD showcasing our goals and programs at SJE.

Our Title One information binders are located in our front office as well as in our family center and are updated frequently.

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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:  
 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

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	Reading with Your Child	1	34	Equipping parents with tools to help their students read at home will encourage more involvement and lead to students being better readers.
2	Publix Math Night	1	78	Getting parents involved in helping their children with math will lead to increased student achievement.
3	FCAT 2.0 Parent information meeting	1	5	Informing parents on the format of the test and strategies to help their child will help them prepare their children for the exam better.
4	Title One Annual Parent Meeting	1	500	Building relationships with parents and community members will lead to an increase in student achievement
5	Science Night at Edison College	1	70	Getting parents involved in building enthusiasm for science will lead to increased student achievement.
6	District PIPT meeting	1	6	Teachers, parents, and staff working together to discuss what is best for kids will increase student achievement.
7	Student Led Conferences	3	600	When students communicate their goals and action plans to their parents, they take more ownership of their learning which leads to an increase in achievement.
8	Family Reading Experience	84	2887	Families sharing the experience of reading leads to a love of reading and overall student achievement.

### 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	Child Talk meetings	10	50	Having more informed and involved parents will lead to an increase in student achievement.
2	PTO meetings	8	15	Building relationships with parents and community members will lead to an increase in student achievement.
3	Title One Para III Meetings	10	1	Our para learns strategies for increasing student achievement through family engagement.
4	District PIPT meeting	1	6	Working together, parents, teachers, and staff can address needs and create action plans to improve family involvement and student achievement.

5	School-based PIPT meetings	4	6	Discussing plans and monitoring progress of our goals helped keep up focused on our action plan in order to increase student achievement.
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## 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	Childcare for meetings	Parents are welcome to bring their students to PTO, SAC, and Title One meetings
2	Lack of training	PTO, staff, and leadership will provide parent volunteers with proper training in the area in which they are serving
3	Lack of awareness of opportunities	Parents signed a 2 hour pledge and registered with our texting/emailing reminder system
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## 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	Effective Communication	Parent Connect calls, website
2	Building Capacity of Parents	Family Reading Experience exposes students to new books and informs parents on how to get involved with their child's reading.
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