

NIBLACK ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Melinda Moses , 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

Parental Involvement Mission Statement (Optional)

Response: At Niblack Elementary School we are committed to the academic, physical, and social development of our students. We are a community school that strives to create a union among staff, students parents, community members and business partners that will ensure quality education for the students we serve. We expect all of our

students to achieve and maintain high educational standards.

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 group responsible for the planning, review, and improvement of the Title I program is the School Advisory Council (SAC). Parent information is given to parents throughout the school year. This also includes opportunities to become involved in the process of planning, review and improvement of the Title I program. Such opportunities and information dissemination include, but are not limited to: SAC meetings, Meet the Teacher Day, Open House, Title I Annual Meeting, Parent Teacher conferences, and PTO meetings. Information is also disseminated via the School Newsletters, and the local newspaper. Parents are also given the opportunity to provide feedback and offer ideas on ways to improve via a survey. Sign in sheets, agendas and minutes (where applicable) will provide the necessary documentation.

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	Columbia County Public Library	The public library offers many programs to encourage families to become more involved in literacy. Throughout the year, curriculum resource teachers will disseminate flyers from the public library liaison to send home and encourage families to attend these programs.
2	Suwannee Valley 4 C's, Head Start, Early Learning Coalition of Florida's Gateway, and daycares	Workshops can be provided for VPK and Pre-K daycare staff with information on what the children will be expected to learn at the kindergarten level so they can better prepare the children. Niblack will work with the agencies to coordinate the dissemination of flyers and other information.
3	Title VI	This fund provides substitutes teachers for professional development in areas that would impact parent involvement
4	Evenstart	Collaborate with Evenstart to coordinate transitions programs for students entering public school
5	Title X	Parents and families are invited to all Title I workshops and meetings. Funds are also provided for tutoring and supplies. This grant seeks to eliminate barriers that would prohibit the child from participating fully in the academic setting and be successful.
6	IDEA and Title I	Title I supplemental services will be discussed parents during the development of an IEP. Joint professional development opportunities are provided for staff and training opportunities for parents of Title I ESE students by staff from the Office of Exceptional Education , Title I, and FDLRS. We collaborate to address the exceptional needs of students and families without duplicating services.
7	Title II, PART A	The District K-12 Parent Involvement Resource Teacher, the Title I Family Involvement Resource Teacher and the Office of Educational Leadership and Professional Development staff work collaboratively to provide school staff with professional development in working effectively with parents, including a parent involvement component in one of the modules of BEST our district wide training initiative.
8	IDEA Exceptional Student Educational Pre-K program	The parent liaisons will facilitate parent involvement activities coordinated with ESE Pre-Kindergarten teachers for family programming and ESE screening.

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	Conduct Annual Parent Meeting Discuss all requirements of Title I and the rights of parents.	CRT, Principal	Sept 2013	Sign-in Sheets which will be used as documentation and kept in CRT's office.
2	Develop agenda, and/or handouts that will address the Title I requirements	CRT, Principal	Sept 2013	Copies of agenda, flyers/handouts. Posted dates on marquee, school newsletter and local newspaper as well as using IRIS alerts to notify parents.
3	Title I Brochure	District liasion, CRT	Sept 2013	Copies of brochure

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: Based on the most recent survey, the preference for the day and time best suited for parents to attend school functions is Thursday, however there were still other preferential days.(Parents could choose multiple days.) Parents will be provided the opportunity via a survey to give input regarding the type of programs and workshops they would prefer to see as well as voice the need for alternative meeting times and days in the spring 2014. An activity log will be kept with dates and times to ensure a variety of days and times are offered.

Information will be provided to the parents via the school newsletter, local newspaper, school marquee, and when appropriate, the IRIS Media Response System will be used to telephone parents informing them of upcoming events.

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	Workshop on state academic standards -- distribution of information and/or materials including state and local assessments	Principal, Instructional Coach and Grade level teachers, CRT	Provides information to parents regarding the content of standards to empower parents to encourage their childrens' value of education	Open House (Sept. and on-going in classroom throughout the year.)	Open House, Sign-in sheets, evaluation sheets and parent conference forms
2	Provide information to	Science	Increase parent/student	November or	Sign-in sheets

	parents in an easy to understand format at an evening/afternoon workshop regarding the requirements of Science Fair Projects	Committee and Grade level teachers, CRT	baseline knowledge of scientific process and increase student achievement	month prior to Science Fair)	and/or Evaluation Forms
3	FCAT Workshop to inform parents in grades 3-5 about FCAT, curriculum, and strategies to help prepare their children.	Principal, Grade level teams, Instructional Coach, CRT	Increased Student achievement on FCAT due to Parental awareness of importance of FCAT and ways to help their children	January 2014	Sign-in sheets and/or Evaluation Forms
4	Math Strategy Night	Principal, Grade level teachers, CRT	Increased student achievement due to parents' better understanding of math curriculum and ways to help their children	Oct. 2014	Sign-in sheets and/or Evaluation Forms
5	Science Night	Principal, Grade level teachers, CRT	Increased student achievement due to better understanding of science curriculum	January 2014	Sign-in sheets and/or Evaluation Forms
6	Family Reading Night	Principal, media specialist, grade level teachers, CRT	Increase parents awareness of importance of reading and the AR program	Every other month)	Sign-in sheets and/or Evaluation Forms
7	Family Movie Night	Principal, media specialist	Talking to parents about reading and giving reading list to encourage students to read	Three times during year	Sign-in sheets and/or Evaluation Forms
8	Newsletter	Grade level teachers and CRT	Increase parents awareness of available activities	monthly	Surveys and/or conferences
9	Open House	Principal, grade level teachers	Change parent perception of education meetings	Sept. 2013	Surveys and sign-in sheets
10	Kindergarten orientation	Principal, Kdg teachers, CRT	Present parents with strategies to help their students be successful in kindergarten	April 2014	Surveys and/or sign-in sheets

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	Volunteer Orientation	CRT	Assist teachers with ways to utilize parent volunteers in the classroom to improve student achievement	Sept. 2013 for faculty/staff.	Sign-in sheets and # of volunteer hours

2	Parent-Teacher Communication	CRT, Resource teacher, Guidance and Principal	Better communication with parents regarding students' academic needs	Throughout the school year	Sign-in Sheets and/or evaluation forms.
3	4 Module training	CRT, Principal	Increased parent/teacher communication and understanding	Throughout the school year	Sign-in Sheets and/or evaluations
4	Mentoring new teachers	Principal, Teacher mentors	Better communication with parents	Throughout the year	Documentation of meetings with teachers and increased parent communication/conferences

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: Kindergarten Roundup is held in April of each school year. Information is provided to increase parent awareness of skills to practice at home with their child(ren). The Parent Resource Room provides parents with opportunities to check out materials which can be used at home to support academic achievement. The school website hosts a variety of age appropriate learning programs and information for parents concerning school activities. A computer dedicated for parents is located in the media center for those parents whose access to technology is limited.

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: At the beginning of the year, parents are invited to "Meet the Teacher Day" which will be held Friday, August 16, 2013. Open House is to be conducted September 19, 2013. During this time, parents will be given detailed information about the school wide program, the purpose of the Parent-Student-Teacher compacts, how to schedule parent-teacher conferences and opportunities for participation in the decision making process relating to the education of their child. Each classroom teacher will encourage parents, who are interested; to consider becoming a member of the School Advisory Council and a sign in sheet will be made available in each classroom for the contact information of those interested.

At the annual Title I Parent Meeting, information will be provided to parents about the Title I programs, the curriculum and academic assessments, and the rights of the parents. Sign-in sheets for the meetings will be housed in the Curriculum Resource Teachers (CRT's) office for documentation.

Notification and information will be distributed in a variety of ways including, but not limited to, School Newsletters, Newspaper, IRIS alerts, school marquee, parent conferences, teacher notes, and student planners.

Monthly School Advisory Council (SAC) meetings provide an opportunity for parents to give their input into the needs of the school and suggest changes.

A parent friendly Title I Notebook is kept on the counter in the front office and provides parents with information regarding the different areas that Title I, as well as other Federal grants, work together for greater student achievement.

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: All mailings, Title I information and school documents will be made available to parents in English. Niblack has not had a request for materials in a language other than English. However, we will make every effort to provide other languages upon request. Parent conferences and meetings will be translated if needed.

Activities regarding parent involvement will be advertised on the school marquee, and/or in the local newspaper, through notes or flyers sent home with students. The IRIS phone call out system can be used to promote family involvement activities. A school newsletter is distributed to all parents and are made available in the front office for the public or business/community partners. Parents are also encouraged to utilize the school website where activities and parental resources are available electronically. A computer is housed in the Media Center for parents who have no computer at home to access the school's website to view the activities and resources available.

Student planners are used to communicate between the classroom and home.

Parents are also provided regular reports of academic progress through report cards, progress reports and completed assignments. Invitations to school meetings and conferences go home by backpacks. If needed, a Response to Intervention Plan/ MTSS is developed between the lead team and parent. Regular meetings are encouraged as follow up to the strategies outlined to check on progress.

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

Upload Evidence of Input from Parents

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

[Uploaded Document](#)

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](#)

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](#)

Evaluation of the 2012-2013 Parental Involvement Plan

Building Capacity Summary

Provide a summary of activities provided during the 2012-2013 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	State academic standards -- distribution of information and/or materials	9	116	Provides information to parents regarding the content of standards
2	State and Local assessments	349	150	Provide information to parents on state and local assessments and child's progress
3	Provide information to parents in an easy to understand format at an evening/afternoon workshop regarding the requirements of Science Fair Projects	0	0	Increase parent/student baseline knowledge of scientific process
4	FCAT Workshop to inform parents about FCAT, curriculum, and strategies to help prepare their children.	3	401	Increased Student achievement on FCAT due to Parental Involvement
5	Parent visitation Day	1	175	Open lines of communications with parents/teachers
6	Open House/meet the teacher	1	200	Inform teachers of required academics and strategies to help their children succeed
7	Title I annual meeting	1	150	Explain how Title I funds and assist the school, explain parents right to know, and how to be involved.
8	SAC meetings	7	20	Provide a forum for parents to question the workings of the system, approve the PIP, SIP and compact
9	School Newsletters	7	300	Keep parents informed of academic happenings and meetings
10	Volunteer Orientation	2	75	two Orientations held, after that done on as needed basis. Volunteers provided much needed one-on-one student assistance
11	PTO/Family Night	4	175	Teachers provide interesting tips to parents to help their children
12	Family Night at Cedar Park	1	20	Meet parents at their home and provide assistance in helping them help their children in reading

Staff Training Summary

Provide a summary of the professional development activities provided by the school during the 2012-2013 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	Volunteer Orientation	1	35	Assist teachers with ways to utilize parent volunteers in the classroom to improve student achievement
2	Parent-Teacher Communication	1	35	Better communication with parents regarding students' academic needs
3	Faculty training on Parent relations	3	20	Educate faculty on how to communicate and understand parents

Barriers

Describe the barriers that hindered participation by parents during the 2012-2013 school year in parental involvement activities. Include the steps the school will take during the 2012-2013 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	Parents work schedules	Flexible meetings
2	Other children's activities	Flexible meetings
3	Event schedule	Community Events

Best Practices (Optional)

Describe the parental involvement activity/strategy the school implemented during the 2011-2012 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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