

PINECREST ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Susan Jordan, 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: Parents and family are children's first and foremost teachers. Parents are an integral part of Pincrest Elementary School, informed and involved in decision making and implementation, as well as being supported through a variety of school-based family and literacy events in order to provide parents with strategies and activities that assist them in helping increase their children's chances to succeed in school.

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: Parents are invited to attend the SAC meeting where the PIP draft is presented. At the meeting parents are invited to share changes to how the Parent Involvement Budget is to be spent. Parents are also asked for input on what activities/strategies they feel would increase student achievement and parent involvement. Discussion and parent input is encouraged. Suggestions are followed up on throughout the year and include a variety of evening events on campus, providing give-aways such as reading materials and games as an incentive to attend. Events may include Math/Science Night, Student Led Conferences, SAC meetings, literacy events.

Parents are also invited to become a member of the Pinecrest PTO which meets on the second Tuesday of each month at 6:00 pm in our school cafeteria.

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	Celebrate Literacy Week	Pinecrest Literacy Team coordinates a Celebration of Reading event for families the last week in January to recognize Celebrate Literacy Week.
2	Open Media Center	Administration, Teachers, Assistants and Media Specialist open media center one Saturday every other month
3	Parent Institutes sponsored by the district FSG office	Work directly with the Federal and State Grants department to ensure parents needs are being met. Parent events are held 4-6 times per year both here at Pinecrest and in the Community.
4	Parent Involvement Resource Center	Work with Instructional Coaches and Counselor to display student academic data and information on our Family Resource Wall. Work towards purchases of materials and activities that can be given to families to support school academics.
5	Curriculum Events	Staff and students present academic focused curriculum events to share educational information with parents
6	Student Led Conferences	Teachers facilitate parent conferences led by students that allow for sharing of current achievement and student created goals for learning.

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	Prepare Title I Annual Meeting flyer in English	Principal, SAC chair	August 2016	English copy saved in Title I binder, online and in Title I edushare folder

2	Annual Title I flyer e-mailed to Spanish/Creole translators	Principal, SAC chair	August 2016	Annual Title I meeting parent sign in sheets
3	Principal monitors translation date deadline	Principal, SAC chair	September 2016	Annual Title I meeting parent sign in sheets
4	Annual Title I flyer sent to parents in three languages two separate weeks one and two weeks prior	Principal, SAC chair	September 7 and September 12	Annual Title I meeting parent sign in sheets
5	Plan Annual Title I meeting agenda	Principal, SAC chair	September 2016	Agenda saved in Title I office binder, online and in edushare Title I folder
6	Share information about supplemental educational services, and the rights of parents	Principal, SAC chair	September 13 and 20, 2016	SAC minutes
7	Elicit parent input	Principal, SAC chair	September 13 and 20, 2016	SAC minutes

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: Parents have opportunities to attend evening School Advisory Council Meetings and PTO meetings offered monthly. Parent Institute events are held both at Pinecrest and in the Community. Parents participate in student-led conferences held during flexible evening hours twice a year. Pinecrest will offer three morning events for parents to include math, literacy and working at home with your child. Parents participate in Saturday Open Media and Math Workshops held bi-monthly.

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	STREAM Night	Instructional Coaches, Admin Team	Build school and parent capacity for strong parent involvement	May 2016	parent sign in sheets
2	SAC Meetings	Principal, SAC chair	Build school and parent capacity for strong parent involvement	Monthly	parent sign in sheets
3	PTO meetings	Principal, PTO Officers	Promotes parent input in school initiatives and activities	Monthly	parent sign in sheets
4	Student Led Conferencing	Principal, Admin, Teachers	Promotes parent input in school initiatives and activities	October 2016, March 2017	parent sign in sheets
5	Book Fairs	Principal, Media Specialist	Promote family literacy with a focus on student achievement	October, January and	Reading Counts word counts, lexile

				May, 2016-2017	levels, and test scores
6	Field Day	Principal, APCs, Related Arts Team	Build family relationships around health and wellness	December, 2016	parent sign in sheets
7	Open House/Meet and Greet/ Title 1 Meeting	Principal, APCs	To provide information and resources to parents	August 12, September 13, 2016	parent sign in sheets
8	Parent Institute Workshops	FSG Office, Principal, PCR EL Department	To provide information and resources to parents that focus on student achievement	Throughout the year	parent sign in sheets
9	Celebrate Literacy Week	Reading Leadership Team, Administration	Promotes family literacy and supports family involvement	January, 2017	parent sign in sheets
10	PCR Parent Resource Center	Principal, EL Department, Counselor	Promote strong home/school relationships, provided resources for families to promote student achievement	Throughout the Year	Parent feedback - SAC Meetings

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	Opening School Meeting: KAGAN Training & Review, ELL Strategies Training, PBS	Principal	Increase proficiency in ELA and Math due to increased parental understanding and support.	August, 2016	increased capacity for teachers to support parents
2	PBS team communication log requesting ELL parent communication	Principal, PBS team	Increased engagement due to stronger parental support for student behavior and homework completion	August, 2016	increase parental homework log
3	Faculty meetings	Principal	All areas	monthly	state/district benchmark testing
4	PTO meetings	Principal	All areas	monthly	parent/teacher/staff sign in logs
5	Non-instructional staff meetings	Assistant Principal	All areas	quarterly	non-instructional sign in logs
6	FSCG Parent Involvement Professional Development	Administration	All areas	Semester 1, 2016	certificate of completion

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: Family Resource Center has been redesigned to incorporate a look at student data and make connections with activities and tasks parents can complete at home. Administration, counselor and instructional coaches will continue to support this project with input from PTO and SAC. Continue to elicit suggestions for items of interest to parents at SAC and PTO meetings. SAC/PTO minutes will be saved in Title I office binder and in on-line file. Sign in records and materials sign out records will be used to evidence effectiveness.

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: Monthly newsletter and activity calendar sent home, all school telephone communication via tutor phone calls in native language, newspaper notices; School will monitor that information was provided through logs of all information sent home with date sent. The school will use the school website, marquee, twitter, facebook and school phone messenger system to broadcast information. A Curriculum Night is scheduled to have an opportunity for teachers to communicate directly with parents of the specific requirements and materials being used. The information will be communicated in all 3 languages.

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: Information is shared with parents in three languages. Translators are available at parent events to assist with clear communication. Childcare and refreshments are provided at all parent workshops. Continued efforts to maintain address records will be kept so information gets home. Translations for Spanish, Creole and English are provided for school wide parent flyers. Parents are reminded to return signed compacts on home flyers. Statement in three languages is placed on home communication stating that parents are welcomed and encouraged to come to the school for assistance in reading any communication. Parent compacts are recorded for every student with office staff tracking the return of all compacts.

Parents and prospective parents with disabilities are afforded equal access to parenting opportunities, school meetings, events and parent education workshops with the goal of ensuring that all parents receive support to help their child achieve in school.

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:

count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];and	Discuss upcoming teacher/staff training needs with parents at all SAC/PTO meetings	SAC Chair, Principal, PTO President	Providing information to parents on expectations and how parents can help their children.	September through May
2	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and	Saturday open media with literacy instruction	Media Specialist, Teachers, and Principal	Increase in Reading Counts tests taken, words read, 100 Book Challenge step increase and media book circulation	bi-monthly
3	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Discussion at SAC and PTO meetings about the need for parent involvement	SAC Chair and Principal	Increase the level of involvement of parents to become active in the decisions made at the school.	monthly
4	Maximizing parental involvement 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)];	Meetings held in evenings, before school, during school, in-home conferences, phone conferences	SAC Chair, PTO President, and Principal	Increase the level of involvement of parents to become active in the decisions made at the school.	ongoing during school year
5	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Holding evening student-led conferences, Science and Math Interactive Nights, Literacy Interactive Nights, Field Day, WGPU Curious Kids Workshops, Rosetta Stone evening classes	Principal, Assistant Principal, Teachers	Provide information to parents on how parents can help their children.	events held quarterly
6	Developing appropriate roles for community-based organizations and	Implementing appropriate community volunteers to tutor	Principal and Counselor	Increase the level of involvement of parent to become	ongoing throughout the year

	businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	students, Providing Harry Chapin Food Bank at Pinecrest Elementary School		active in the decisions made at the school.	
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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 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	Building Better Readers-Celebrate Literacy Event	1	426	Builds capacity of parents to help children succeed and promotes reading achievement
2	Math/Science Night	1	51	Builds capacity of parents to help children succeed and promotes STEAM areas of student achievement
3	SAC Meetings	9	147	Builds knowledge of parents in ways to that the school is helping their children succeed.
4	Donuts with Dad	1	75	Engages families and removed barriers to parent involvement participation
5	Open Media bi-monthly	3	29	Engages families and removes barriers to parent involvement participation. Promotes reading achievement.
6	Jim McKenna Storyteller	1	17	Builds capacity of parents to help children succeed and promotes reading achievement
7	PTO Meetings	9	147	All content areas
8	Field Day	1	15	Engages families and removed barriers to parent involvement participation
9	Curriculum Night/Annual Title 1 meeting	1	171	Builds knowledge of parents in ways to that the school is helping their children succeed
10	Muffins with Mom	1	97	Engages families and removes barriers to parent involvement participation
11	Parent Academy Workshops	4	80	Enhances parent effectiveness and promotes 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	Opening School Meeting: KAGAN Training & Review, ELL Strategies Training, PBS	1	60	Increases the capacity of instructional staff to differentiate activities and increase student engagement.
2	Faculty meetings	8	60	Increases in all content areas
3	Non-instructional staff meetings	4	18	Increases in all content areas

4	FSCG Parent Involvement Online Course	1	8	Increases the capacity of staff to communicate with parents and engage them in the learning process.
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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 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	Family Work Hours	Survey parents to see if morning or evening hours fit schedules best
2	Transportation	Offer to transport families to school for meetings
3	Parent Literacy Levels	Provide opportunities for the parents to participate and have input orally or provide support to assist with school forms and written surveys.
4	Parents have limited English Language	Provide translation support and communication in three languages

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	Translate all information into English, Spanish, & Creole
2	Increasing Parent Participation	Continuation of our school PTO
3	Evaluation/Review	Using surveys more effectively and adding additional support
4	Increasing Parent Participation	Continuing to implement Academic Programs as the focus of parent /school activities.