

PALMETTO ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Edgar Santiago, 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

9-14-16

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: At Palmetto Elementary, the purpose of parental involvement is to build and develop a partnership that will help all students meet their academic achievement standards. We are committed to provide parents with the needed tools and resources to encourage academic achievement.

-Palmetto Elementary's mission is to promote lifelong love for learning through rigorous and diverse learning experiences.

-The mission of Polk County Schools is to provide a high quality education for all students!

District and school-based Title I Parent Involvement Programs in Polk County will strive to BUILD RELATIONSHIPS to create real family engagement for every child, every family, every teacher, every day.

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 administration along with the Title I Interventionist will provide all parents the opportunity to participate in the planning, review and improvement of Title I programs.

The Parental Leadership Team review the previous year's Parental Involvement plan at the meetings and the members are asked for suggestions regarding changes or additions for this year's plan. The parent involvement budget is explained to the group and the group is asked for suggestions as to how to spend these funds. The Title I Interventionist also explains the parent and family engagement plan and budget at the Title One Annual meeting in the fall and spring of the school year. All parents are asked to submit any suggestions they might have. On the school website, Title One has a section which includes all Title One information including the Parent and Family Engagement Plan (PIP) for the district and the school.

Palmetto Elementary will:

- * Work together with the School Advisory Council by providing a monthly meeting on the 4th Tuesday of every other month at 9:00 a.m.

- * Send home a monthly newsletter, updates and calendars to keep parents informed of ongoing activities. Also, will contact parents in multiple ways (emails, notes in agendas, school marquee, and fliers) to remind them of upcoming family engagement events. Two active parent volunteers are asked to be on our District Area Parent Team, and they are included in the process of writing the school's compact, PIP, and the Brochure Plan Summary. Parent and Family Engagement is documented by sign-in sheets, parent evaluations, minutes of meetings and parent surveys.

- * Use school-based surveys and facilitate evaluations forms to parents for each Parental and Family Engagement activity to evaluate parents input on how to improve communication.

- * Provide technical assistance for parents twice a school year.

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	Pre-Kindergarten	Program preparing students to enter Kindergarten, introduce students to a school setting and teach basic social skills.
2	ESE	Will support families of students with disabilities by meeting/conferencing with them and giving parents/guardians tips on how to help their child be successful in school.
3	ESOL	Title III Program for students learning English as a second language.
4	Hearth/ Homeless	Dedicated to assisting homeless and in-transition families and children by eliminating barriers to school enrollment, attendance, stability, and overall academic success. We work to ensure that children experiencing homelessness have the same opportunities for educational success as housed students in Polk County.
5	Prevention Programs	Title IV provides the prevention programs in order to promote a safe school environment. Examples of prevention programs include anti-bullying, internet safety, etc.

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	Fliers Inviting Parents to Annual Meeting	Amaris Hernaiz - Title I Interventionist	Week before meetings- student's agenda	Number of participants
2	Reminder Labels in Agendas	Amaris Hernaiz - Title I Interventionist	September 6, 2016	Number of participants
3	Invite to Annual Meeting on School newsletter	Amaris Hernaiz - Title I Interventionist	August 31, 2016	Number of participants
4	Information on Marquee	Amaris Hernaiz - Title I Interventionist	September 1, 2016	Number of participants
5	Annual Meeting- Interventionist will share what is Title I and school compact with parents.	Amaris Hernaiz - Title I Interventionist	September 8, 2016	Parent feedback form

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: -Palmetto Elementary will offer, in addition to the Annual Meetings on September 8, 2016 4:30 P.M.-6:30 P.M. a flexible number of parent meetings and trainings in the A.M and P.M. Grade levels will hold family engagement nights to communicate grade level and state standards and to have parents interact with lesson on how to help their child be more successful academically.

-Palmetto Elementary will provide services such as translations, and a hearing impaired interpreter. Childcare services will be available for every parent training and meetings.

Parent conferences to discuss student progress can be scheduled before, during, or after school on any day to accommodate the scheduling needs of parents. Home visits are available on a need to basis.

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	Open House/ meet and greet administration teachers and staff	Administrators, Title I, Teachers	Improve communication between school and home	Sept. 8, 2016	Parent Feedback Survey
2	1-2-3- Magic: Parenting Strategies	Dean	Improve all academic areas. Training presents parents with simple, practical strategies for dealing with misbehaviors in children	Fall, 2016	Parent Feedback Survey
3	Reading Night/information on standard based assessments for grades 3-4	Reading Resource Teacher and Reading Teachers	Improve Reading Skills	Fall, 2016	Parent Feedback Survey
4	Math Night/information on math standards and skills for grades 3-4	Math Resource Teacher and Math Teachers	Improve Math Skills	Fall, 2016	Parent Feedback Survey
5	Kindergarten and First Grade Night out/activities to do at home with student	Title I, K and 1st grade teachers	Improve all academic areas	January 2017	Parent Feedback Survey
6	Second and Third Grade Night/activities to do at home with students	Title I Second & Third grade Teachers	Improve all academic areas	February 2017	Parent Feedback Survey
7	Fourth Grade Night out/activities to do at home with students	Title I, Fourth & Fifth grade Teachers	Improve all academic areas	February 2017	Parent Feedback Survey
8	Conference Night	Classroom Teachers	Improve communication with parent, teacher, student and plan strategies for student success	Thursday, October 27, 2016	Parent Feedback Survey/Sign In Sheets

9	Conference Night	Classroom Teachers	Improve communication with parent, teacher, student and plan strategies for student success	Tuesday, January 24, 2017	Parent Feedback Survey/Sign In Sheets
10	Kindergarten Registration	Administrators, Resource Teachers, Kindergarten Teachers, Office Staff	Preparing incoming kindergarteners and parents for next school year	Spring 2017	Sign In Sheets/Parent Feedback Survey
11	Anti-Bullying Training for Parents	Administrators	Parents will learn how to work with their children to prevent bullying and increase communication.	Fall 2016	Parent Feedback Form

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	Effective Communication for Office Staff	Parent Involvement Facilitator & Office Manager	Making parents feel more welcome at the school to increase their participation	Ongoing	Parent Evaluation Survey
2	Effective Parent-Teacher Conferencing	Parent Involvement Facilitator	Increase the effectiveness of parent teacher conferences, and making parents more aware of their child's academic progress	Ongoing	Parent Evaluation Survey
3	1-2-3 Magic: Classroom Management Strategies	Dean	These strategies will help teachers in creating a positive environment for all students to learn by allowing teachers to focus on instruction rather than frequent interruptions.	August 2016	Teacher feedback
4	Understanding Diversity, Building Strategies, Teach Diverse Learners	District Office-Equity and Diversity Management	Provide teachers with resources to engage diverse students in learning activities.	Fall, 2016	Feedback/increase in participation from parents and student progress

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: Parents may go to the Palmetto website and visit the different educational websites available online. Assistance is provided to parents during grade level scheduled parent workshops. Parents may also make appointments with the Reading and Math Interventionist to request and checkout materials to work with students at home. Parents may visit our school website under Parent Resource and view Parent Institute Web Content.

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: Palmetto Elementary will hold an Annual Title I Meeting on Sept. 8,2016 at 4:30 P.M. to inform parents the nature of the Title I Program, and the rights of parents. We will also provide School Parental Involvement Summary Brochures, as well as an opportunity for parents to participate in meetings and trainings to receive a full description and explanations of the curriculum including: District-Wide Assessments, Progress Monitoring Assessments and Florida Standards. Parents are invited to participate in SAC (4th Tuesday of every other month at 9:00 A.M.), PTO meetings and by visiting our website.

In addition, Palmetto will inform parents about District Parent University and Parental Informational Resource Center monthly events through the student's agenda. The monthly school newsletter will highlight important dates in the calendar for students and parents (i.e. interim reports, progress reports, parent-teacher conference night).

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: Palmetto Elementary will provide full opportunities to all parents by providing a translator for all meetings, provide home visits, meetings and conferences at varied times to meet the needs of working parents. Accommodations including wheelchair accesibilities and speech interpreters will be provided for our parents with disabilities upon request.

Parents are encouraged to serve in the School Advisory Council to participate in school based decisions.

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	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	Provide flexible meeting times for parental involvement workshops	Amaris Hernaiz, Program Facilitator	Improve student achievement	2016-2017
2	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)];	Provide flexible scheduling of teacher-parent conferences	Amaris Hernaiz, Program Facilitator	Improve parent involvement, Increase student achievement and engagement and academics.	2016-2017
3	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Provide up-to-date Title 1 information on the school website, monthly newsletter, parent survey on website and Book Fairs	Title I Program Facilitator, Network Manager, Media Specialist	Improve parent involvement	2016-2017

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	Parent Night out for conferences	3	600	To increase student motivation, participation and expectations about learning
2	Parent Workshops and Trainings	2	50	To provide training for parents to better assist students at home
3	Title I Annual Meeting	1	361	To inform parents of Title I and how students, parents, and schools benefit from the program
4	Open House	1	361	To meet and greet teachers and staff as well as familiarize themselves with the routine of the school.

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	bby Training	1	43	Increase Math Skills

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	Parent Work Schedules	Increase number of conference evenings, More flexible scheduling slots of time
2	Lack of time to prepare dinner etc.	Title I along with PTO provide dinner.
3	Lack of transportation Services	Provide transportation services
4	Translation	Provide interpreters for parent-teacher conferences

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
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