

CHATTAHOOCHEE ELEMENTARY SCHL Title I, Part A Parental Involvement Plan

I, Valencia Denson , 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: The faculty, teachers, staff, parents and administration of Chattahoochee Elementary School believe that parental involvement is a very important essential element in student achievement and we encourage parental involvement in all school activities.

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: Chattahoochee Elementary believes that parents should be involved and help make decisions concerning Title I. The School Advisory Council is responsible for developing, implementing, and evaluating the School Improvement Plan and Parental Involvement Plan. School Advisory Council is composed of 51% parents and 49% school and community members. All parents are given the opportunity to review the plan and offer their input prior to their approval. During the SACS meeting, the council will decide how the funds will be used.

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	Head Start	The Head-Start pre-k teachers will conduct at least two home-visits. Head Start will reimburse travel mileage for teachers.
2	Voluntary Pre-k	The VPK will conduct parent meetings monthly in the afternoons. Meetings will be held with teachers to discuss learning needs of students, and transition.
3	(IDEA)	Supplemental instructional support provided by Title I will be discussed with parents during the development of the students IEP.

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	Open House/discussion by principal reference to the school report card and requirements.	Principal, District Representatives	August-October	Parent surveys, comments at SACS meeting.
2	Parent Expo	District Parent Services, School Admin.	Every 9 weeks grading period	Parent Surveys, Sign in sheets, materials distributed to parents
3	Annual Title I Meeting (Title I fliers, letters, distribution) to parents	Parent Services, School Admin,	September	Sign in sheets, agenda, minutes, photographs
4	School Advisory Council Meetings	Principal	4 times a school year	Minutes from the meetings, agenda, sign in sheets and surveys

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: The principal and staff understands the importance of parental involvement in the education of our students. Parent meetings are scheduled throughout the school year. Because of the culture of the parent population that we served, parents may request meetings in the evening to accommodate their work schedule.

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	Parent trainings, distribute hard copy of materials of academic standards	School admin., Guidance counselor	Parents will be provided with grade level brochures, identifying strategies they can use at home to assist.	Ongoing	parent workshop sign in log
2	Assessments, individual conferences	teachers grade 3-5	Teachers will use conferences to discuss child's results, expectations, and goals for year to parents.	August-October	hard copy of students' assessment form
3	Face to Face meetings	Reading teacher /teachers grade 3-6	sessions will be provided to parents, including grade level proficiency and assessment methods.	Ongoing	Agendas/parent sign in log

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	Building communication between home and school	principal and guidance counselor	Increase parent and school involvement	monthly	Hard copy of teacher contact sheets
2	Provide workshop on parental involvement program - DLOPI.	principal and parent representative	Staff will be able to correlate parent involvement and student achievement.	monthly	certificate of completion
3	Florida Standards	Principal or Designee	Staff will have a better understanding of the new standards.	monthly	assessments and feedback

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: Chattahoochee Elementary will create a family friendly school and work to expand and enhance the school parent resource center to better accommodate parents and their needs. In addition, the school will work with the district parent resource center to help our parents with more resources and materials.

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: Chattahoochee Elementary will continually hold meetings where information will be presented about the Title I programs, curriculum, and academic assessment during the month of September. Parents will obtain information about the school wide programs, how to set up conferences with teachers, and will have opportunities to participate in decisions on these topics, they will receive a copy of the PIP. Parents will obtain the parent handbook, which includes more detailed information. Parents will be able to visit the classrooms during these meetings. Teachers will provide additional information on the subjects they teach, home-school folders and how parents can help at home. Teachers will maintain sign-in sheets. Teachers will also prepare an information packet for all the parents that was not able to attend.

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 parents will obtain a copy of the PIP during the first two months of school and copies are made available in case we have new ones coming in after school has started. The plan will outline major components of the state policy. A hard copy will be provided upon request. In addition, hard copies will be available in the office, and the parent resource room and on school website.

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	parents will be encouraged to participate in school related meetings and trainings	school admin./district title I staff	Improved communication with parents,up-dates on school functions,parent notification to assist their child	on-going
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	Parents will be encouraged to attend trainings and sessions to assist their child literacy	school admin./district title I, reading coach	Increased communication with parents to assist their child's literacy skills	on-going
3	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Encourage parents to attend trainings and sessions and to bring a parent with them	school admin./district parent services and parent rep from school	updates and parent notification, increase student performance	on-going
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)];	Encourage parents to attend meetings and training session, provide home visits through social worker, send home information via backpack	school admin/district title I parent services, social worker	increase communication with parents who are not able to attend meetings at school with updates and parent notification	on-going
5	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	finding other parental resources to bring into the school	school parent rep/community partners	increase communication with parents concerning ways to stay involved in their childs educatiuo	on-going
6	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	set-up trainings through faith-based and community partners	faith-based/community partners school parent rep.	increase and enhance parent involent and education traing through community and faith-based partnership	on-going

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	Face to Face Meetings	3	50	Parents were given information about their child and helpful tips for home activities.
2	Individual conferences	4	45	Teachers used conferences to discuss academic goals and other relevant information.
3	Parent trainings and distribution of hard copy materials	2	40	Parents were provided with grade level brochures and strategies to use at home.

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	Building communication between home and school	5	12	To increase parent and school involvement.
2	Parental Involvement Program	5	12	The school distributed monthly letters.

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	Transportation	We will have meeting inconjunction to other meetings.
2	Meeting Times/Hours	The school scheduled meeting in the mornings and evenings to accommodate parents.

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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