

SOUTHSIDE ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Marlena Palmer , 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: Southside Elementary School believes that positive parent involvement is essential to student achievement and success, therefore, we promote 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: Southside Elementary promotes parent involvement in all aspects of our Title I programs. The Student Advisory Council provides guidance in the developing and evaluating of the school level plans including the School Improvement Plan and Parent Involvement Plan. More than 50% of the School Advisory Council is composed of non-school employees (parents and community members) who are elected. Parent surveys and climate surveys are given to elicit feedback from parents regarding Title I programs. Results of surveys are reviewed with Student Advisory Council to explore needed changes.

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	Liaison for intervention services, Title I, D and Title X, C	Guidance counselor maintains continuous verbal and written communication with liaison to address student needs
2	Child Find, CARRT, System of Care, Family Matters of Nassau County	Guidance counselors will maintain continuous verbal and written communication with the aforementioned agencies
3	Informational Parent Nights	School curriculum committees will advertise and conduct meetings to provide information to parents. Parents will be informed of expectations for student progress and how they can help their child at home.

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	Annual Title I Meeting/Open House	Marlena Palmer, Jill Williams, Amy Robertson	September 7, 2017	Advertisement, Agenda of Events, Sign-in Sheets, Powerpoint, Pictures

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: Southside Elementary will host numerous events and meetings that promote parental and family involvement. Meals and snacks as well as incentives for participating will be provided as appropriate. The activities will be provided to all age groups and at extended times to promote family involvement.

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	Meet-N-Greet	Teachers	Promotes quality and positive relationships between school and home.	August 9, 2017	Parent feedback, teacher feedback
2	Positive Home/School Contact	Administration/Teachers	Promotes quality and positive relations along with providing information regarding student progress	On-going	Communication logs, parent and teacher feedback
3	School/Home School Communication Folder	Teachers	Provides parents information regarding student progress and activities	Every Week	Parent and teacher feedback, parent signatures
4	School and Classroom Newsletters	Teachers/Administration	Provides parents information of classroom and school events and activities as well as curriculum	Weekly/Monthly	Newsletter copies
5	School Messenger and Text Remind	Administration	Provides parents information of classroom and school events and activities	Weekly	Parent and teacher feedback
5	STEAM Night	Science Committee	Informs parents of curriculum expectations and strategies for helping their child at	Fall 2017	Advertisements, sign-in sheets, agenda, handouts, Curriculum committee agendas, parent feedback sheets

			home		
6	Bingo for Books/Book Fair Night	Reading Committee	Provides parents and students quality positive time together and earn books for their home libraries	Winter 2018	Agenda, sign-in sheets, parent feedback sheets
7	Title Annual Meeting	Administration	Provides parents basic information about the Title I program including their rights as a Title I parent	September 7, 2017	Advertisements, agenda, sign-in sheets, powerpoint
8	Parent/Teacher Conferences	Teachers	Keeps open line of communication between parents and teachers regarding student achievement	On-going	Conference/Communication logs, Parent and Teacher feedback
9	School Messenger	Principal	Alerts parents to relevant school events and news	On-going	Confirmation on messages sent
10	FOCUS	Administration, Teachers, Data Entry Operator	Provides real-time information on student progress	September 1, 2017 and ongoing	parent feedback
11	Kindergarten Orientation	Administration	Promotes positive relationships with parents and informs parents of Kindergarten expectation	May 2018	Advertisements, agenda, sign-in sheets
12	Edline Website	Tech Super User	Provides parents school information and news	On-going	Website itself
13	PTO Meetings	PTO Board Members/Administration	Promotes positive interaction with parents to connect school with home.	On-going	Agendas, 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	New Teacher Orientation	Joyce Menz/Jean Lamar	Provides new teachers a basic understanding of expectations, policies, procedures, curriculum and best practice strategies.	August 2017 and On-going	Agendas, sign-in sheets
2	Back to School Staff Meeting	Administration	Provides an overview of school expectations, goals, policies, procedures with an emphasis on parent communication and involvement.	August 2, 2017	Agenda, sign-in sheets, hand-outs and PowerPoint
3	Annual Required Training	Administration	Provides information to all staff members in regards to a keeping a safe learning environment.	August 2017	Sign-off Sheets, Training PowerPoints
4	Mentor Teachers for beginning teachers	Mentors/Mentees/Administration	Supports and instructs teachers on strategies for communication with parents to build strong home school relations.	August 2, 2017 and On-going	Beginning Teacher check off list, sign-in sheets, agendas
5	Grade Level Collaboration	Grade Level Chairs/Administration	Teachers utilize county-wide curriculum maps with best-practice strategies to address Florida Standards in Reading, Writing, Math, Science, Social Studies.	Ongoing weekly	Grade Level Agendas and sign-in sheets
6	Saxon Phonics Training	Saxon Phonics Rep/School Administration/Teachers	Teachers learn to implement phonics effectively in the classroom to enhance classroom instruction for ELA.	August and ongoing 2017	Sign-In Sheets, Agendas, observations of the program being utilized in the classroom
7	Mobymax Training	Mobymax Rep/School Administration/Teachers	Teachers will utilize information derived from training to more effectively address individual student needs.	August and ongoing 2017	Sign-In Sheets, Agendas, observations of the program being utilized in the classroom
8	Lexia Training	Lexia Super User/Teachers	Teachers will utilize information derived from training to more effectively address individual student	August and ongoing 2017	Sign-In Sheets, Agendas, observations of the program being utilized in

			needs.		the classroom
9	Faculty Meetings	Administration	Teachers learn and participate in a learning strategy that can be incorporated in their classrooms.	Ongoing monthly	Sign-In Sheets, Agendas, observations of the program being utilized in the classroom
10	ClassFlow	Tech Super User/Grade Level	Teachers learn to enhance instruction through technology	September 2017	Classroom observations

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: PIRC information is sent home, posted on the school website, and included in the Title I Annual Meeting. Also, the school website provides additional support to parents to participate more fully in the education of their child.

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: Southside will hold it's Title I Annual Meeting on September 1, 2016. Parents will receive important information about Title I and how it works at Southside Elementary. Additionally, a PowerPoint will be shown, Title I Handbooks distributed and a question/answer period will be provided. Information on how parents can be involved at SES will also be disseminated. Individual teachers will discuss parent involvement in their classrooms, community-wide expectations, the grading process, student progression and assessments. Student progress information is made available to students daily through FOCUS, weekly through School/Home Communication Folders, and ongoing through conferencing.

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 sent to students in the student's primary language. The school will communicate with the parents in parent friendly language as much as possible. Southside also has an ESE para professional who assists with communication of those families with limited English proficiency. Translation of documents, parent conferencing and support is provided to families as well as posted on the district website in multiple languages. Families with disabilities are provided accommodations as needed throughout Nassau County.

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 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	Positive Home/School Contact	12	610	Promotes positive and quality relations along with providing information on student progress
2	Parent Nights	6	610	Informs parents of curriculum expectations and strategies for helping their children at home
3	PTO/SAC Meeting	14	123	Connects school with home and provides parent involvement in order to gain feedback

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	New Teacher Orientation	1	4	Provides new teachers a basic understanding of expectations, policies, procedures curriculum and practice strategies
2	Back to School Staff Meeting	1	72	Provides an overview of school expectations, goals, policies, procedures with an emphasis on parent communication and involvement
3	Annual Required Training	1	52	Provides information to all staff members in regards to keeping a safe environment
4	Mentor Teachers for beginning teachers	5	6	Supports and instructs teachers on strategies for communication with parents to build strong home school relations.
5	Grade Level Collaboration	40	33	Teachers utilize county-wide curriculum maps with best practice strategies to address Florida Standards in Reading, Writing, Math, Science, Social Studies
6	Curriculum Trainings on Technology	3	33	Teachers will utilize information derived from the trainings to more effectively address individual student needs

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	ELL family support	A paraprofessional proficient in Spanish will assist families at the Parent Nights and throughout the year. All documentation will be translated for those families where needed
2	Family participation for Parent Nights	Food will be provided and siblings will be welcome to attend
3	Families without technology access	A paraprofessional will support families in using a designated school computer for technology access

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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