

NIBLACK ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, William Murphy, 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)];
- Inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Centers (PIRC) in Florida, i.e., PIRC of Family Network on Disabilities in Florida (FND) and PIRC at University of South Florida (USF) [Section 1118(g)];
- 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:

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 programs 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 programs. 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 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	PIRC	This resource center provides parents, school staff and other parent organizations with information regarding training and support services. The PIRC makes this information available in a variety of ways, such as Power Point presentations and handouts.
2	Columbia County Public Library	The public library offers many programs to encourage families to become more involved in literacy. Throughout the year, the parent liaison will disseminate flyers and encourage families to attend these programs.
3	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.
4	Title IV	The "Too Good for Drugs" curriculum is used in the school system.

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	Develop agenda, and/or handouts that will address the Title I requirements	CRT, Principal	Sept 2011	Copies of agenda, flyers/handouts. Posted dates on website, marquee, local newspaper
2	Conduct Annual Parent Meeting Discuss all requirements of Title I and the rights of parents.	CRT, Principal	Sept 2011	Sign-in Sheets which will be used as documentation and kept in CRT's office.

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: On the most recent Niblack survey, parents were asked their preference for the day and time best suited for them to attend school functions. Monday, Wednesday and Thursday were the top three preferential days with 37%, 32% and 34% respectively. (Parents could choose multiple days) With 37% of parents responding that evening and 23% that afternoon was the best time frame. Niblack will offer meetings to accommodate the desired time frame. (Parents could choose multiple time frames.) Parents will again be provided with surveys 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 2012. 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	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
1	State academic standards –distribution of information and/or materials	Principal and Grade level teachers	Provides information to parents regarding the content of standards	At Open House and On-going	Open House Sign-in sheets and parent conference forms
2	State and Local assessments	Principal, CRT and Grade level teachers	Provide information to parents on state and local assessments and child's progress	Sept. through Feb 2012.	Sign-in sheets and Parent conference forms
3	Provide information to parents in an easy to understand format at an evening/afternoon workshop regarding the requirements of Science Fair Projects	Science Committee and Grade level teachers	Increase parent/student baseline knowledge of scientific process	Oct-Dec 2011	Sign-in sheets and/or Evaluation Forms
4	FCAT Workshop to inform parents about FCAT, curriculum, and strategies to help prepare their children.	Principal, Grade level teams, Reading Coach	Increased Student achievement on FCAT due to Parental Involvement	On-going	Sign-in sheets and/or Evaluation Forms

Staff Training

Describe the training 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	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
1	Volunteer Orientation	CRT and/or District Volunteer Coordinator	Assist teachers with ways to utilize parent volunteers in the classroom to improvement student achievement	Sept. 2011 for 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	On-going	Sign-in Sheets and/or evaluation forms.

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.

Communication

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]: 1118(c)(4)(A);

- 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 also submit the parents' comments on the plan that will be available to the local education agency [Section 1118(c)(5)].

Response: At the beginning of the year, parents will be invited to "Meet the Teacher Day". 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, school marquee, parent conferences, teacher notes, and student planners.

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. Although Niblack has never had a LEP student or request for materials

in a language other than English, 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, in the local newspaper, and through notes or flyers sent home with students. The IRIS phone call out system can be used to promote family involvement activities. A monthly newsletter is distributed to all parents and business/community partners. Parents are also encouraged to utilize the school website where activities and parental resources are available electronically. A computer "Parent Portal" will be 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.

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 (RtI) Plan is developed between the RtI 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 2010-2011 Parental Involvement Plan

Building Capacity Summary

Provide a summary of activities provided during the 2010-2011 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	Correlation to Student Achievement
1	Parent/student Needs and Barriers to Involvement in SAC meetings	8	16	Informed parents of school activities, curriculum assessments
2	Newsletters	9	345	Provided information on available SES tutoring, after school tutoring, Home Activities, PIRC resources.
3	Volunteer opportunities	3	88	Parents were empowered to assist their own child at home by knowledge gained while helping in classroom activities
4	FCAT Workshop to inform parents about FCAT, curriculum, and strategies to help prepare their children.	1	20	Increased Student achievement on FCAT due to Parental Involvement
5	PTO meetings	5	150	Informed parents of school activities
6	Science Fair Night	1	60	Provided information to parents in an easy to understand format regarding the requirements of Science Fair Projects
7	Kindergarten Orientation	1	7	Increased parent awareness of skills to practice at home with their child(ren)
8	Title I Annual Meeting	1	100	Discussed all requirements of Title I and the rights of parents.
9	"Parent College" workshop to assist parents with homework help, and understanding reading, math and	12	16	Parents were given materials and information to help their child at home in several academic areas.

Staff Training Summary

Provide a summary of the professional development activities provided by the school during the 2010-2011 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	Correlation to Student Achievement
1	Utilizing Parent volunteers	2	23	Assist teachers with ways to utilize parent volunteers in the classroom to improve student achievement
2	Parent-Teacher Communication	1	15	Better communication with parents regarding students needs

Barriers

Describe the barriers that hindered participation by parents during the 2010-2011 school year in parental involvement activities. Include the steps the school will take during the 2011-2012 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	Limited Literacy (Black and Eco. Dis.)	Use of IRIS phone system, Teacher phone calls. Newsletters in easy to read format
2	Elderly guardians & lack of Transportation (Black and Eco. Dis.)	Use of faith based centers to distribute information. Communication via telephone.
3	Varied work schedules (Black and Eco. Dis.)	Have meetings/workshops on different days and/or morning and evening meetings.
4	Lack of understanding or value of education (Black and Eco. Dis.)	Education through faith based centers

Best Practices (Optional)

Describe the parental involvement activity/strategy the school implemented during the 2010-2011 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	Building Capacity of Parents	The activity was called "Parent College". Three teachers met with the same group of parents on 4 different times, building relationships and assisting parents in understanding how to help their children. Supplies and materials were provided to the parents at each meeting. Because the sessions were held during the evening a meal was provided at each meeting. Parents brought their children. Child care was provided. During the first part of selected meetings, teachers provided parents with strategies and then the parents practiced these strategies with their child during the latter part of the meeting with guidance by the teacher.